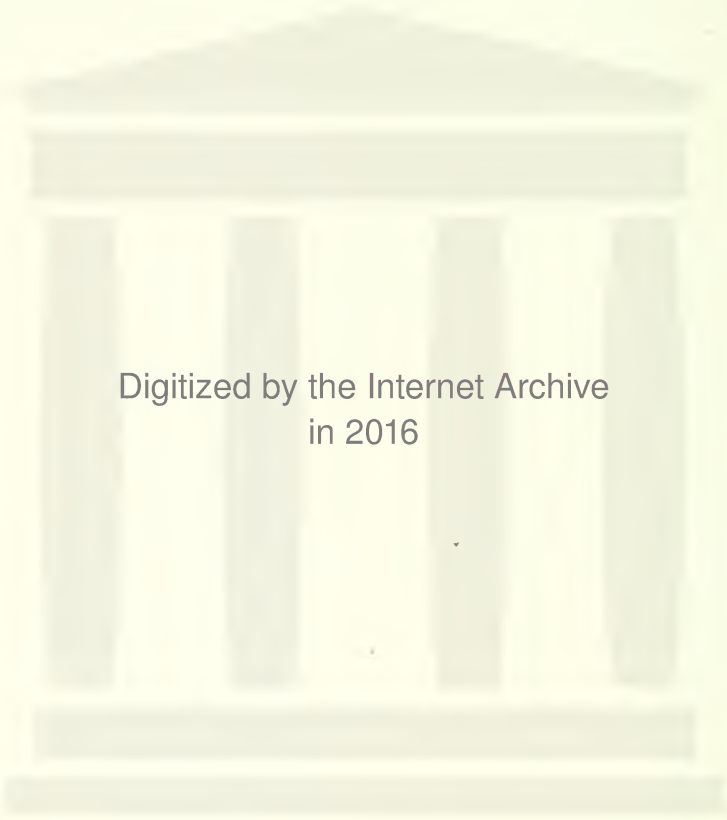
Town of
READING
Massachusetts
ANNUAL REPORT
1974



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Town of

READING

MASSACHUSETTS

Annual Report

Of The Town Officers

For The Year Ended December

1974

Statistics

Area, 10 square miles

Population, Census of 1970 — 22,534

Number of residents according to 1973 Town Census — 23,615

Registered Voters: Precinct 1 — 2,991

Registered Voters: Precinct 2 — 3,058

Registered Voters: Precinct 3 — 2,351

Registered Voters: Precinct 4 — 3,260

Total Registered Voters — 11,660

Federal:

Seventh Congressional District

Torbett H. MacDonald

Senators:

Edward M. Kennedy
Edward W. Brooke

State:

Fifth Councillor District

Thomas J. Lane

First Essex & Middlesex Senatorial District

William L. Saltonstall

Thirty-second Middlesex Representative District

Nils L. Nordberg, Reading

Fourth District Court of Eastern Middlesex, Woburn

Town Officers

1974

BOARD OF SELECTMEN

	Term Expires
Edward P. Cameron, Chairman	1975
Robert S. Cummings, Secretary	1976
James J. Sullivan	1977

EXECUTIVE SECRETARY

John W. Agnew, Jr.

TREASURER

James N. Boyd, Jr.

TOWN ACCOUNTANT

Richard E. Gould

TOWN COLLECTOR

C. Dewey Smith

MODERATOR

Kenneth C. Latham

TOWN CLERK

Lawrence Drew

TOWN COUNSEL

Tyler & Reynolds

BOARD OF ASSESSORS

Michael T. Sullivan, Chairman	1977
Robert I. Nordstrand, Secretary	1975
William E. Locke	1976

BOARD OF REGISTRARS

Joseph P. Riemer, Chairman	1975
Pearl E. Malphrus	1977
Daniel F. Driscoll, Jr.	1976

BOARD OF APPEAL

John A. Anderson, Chairman	1977
John B. Tewksbury, Secretary	1976
Thomas C. Chase	1975

ASSOCIATE MEMBERS OF BOARD OF APPEAL

Elizabeth M. Kay	1975
William H. Watt	1976

PLANNING BOARD

Curt E. Nitzche, Chairman	1977
William E. Clark, Secretary	1975
Melvin E. Jones	1976
John P. Collins, Jr.	1976
Robert B. Stone	1977

PERSONNEL BOARD

David F. Ham, Chairman	1976
James J. Fandel	1975
John C. Newman	1976
David W. Kruger	1976
Leo R. Campbell	

FINANCE COMMITTEE

Richard J. Ogden, Chairman	1977
Elizabeth Klepeis, Vice-Chairman	1975
Alfred T. Doughty	1975
Richard C. Evans	1976
Harry M. Johnson, Jr.	1977
Bayard R. Lincoln	1975
Paul A. Miller	1976
Arthur E. O'Brien	1977
James F. Fandel	1975
Charlotte Thompson	1975
William Winslow	
G. Albert Cullen	1976
Douglas A. Cowell	1976
Charles W. Hewitt	1977
* James C. Gibney	1977
* Robert H. Lane	1976
* John W. Price	1975
* George M. Sanford	1974
* Ralph Dangelmair	1976

BOARD OF HEALTH

Robert W. Wakeling, D.O., Chairman	1976
Mary Ploychrones, Secretary	1975
Thomas J. Dowd, M.D.	1977

DIRECTOR VETERANS' SERVICES

VETERAN'S BENEFITS AGENT

Russell F. Winam

SCHOOL COMMITTEE

Louis H. Martinage, Chairman	1976
Frank A. Smith, Jr.	1976
Nancy E. Elgart	1977
W. Bruce MacDonald	1975
Kenneth P. Roberts	1975
Elizabeth A. Walsh	1977

* Resigned

SUPERINTENDENT OF SCHOOLS

Robert S. Wells

SCHOOL PHYSICIAN

Robert W. Wakeling, D.O.

REGIONAL SCHOOL DISTRICT COMMITTEE

John B. Pacino	1977

BOARD OF LIBRARY TRUSTEES

Robert J. Fields, Chairman	1975
Barbara E. Winkler, Secretary	1976
William H. Diamond	1977
Alfred R. Johnson	1977
Edward F. Fuller, Jr.	1976
George M. Richards	1975

BOARD OF PUBLIC WORKS

Lawrence R. Blood, Chairman	1975
Malcolm E. Reed	1975
John H. Russell	1976
Paul C. Dustin	1976
John W. Price	1977

MUNICIPAL LIGHT BOARD

John H. Crooker, Chairman	1975
William H. Parker, Secretary	1976
Frank E. Graupner	1977

BOARD OF CEMETERY TRUSTEES

Edouard N. Dube, Chairman	1975
Clifford P. Wadman, Secretary	1975
Harold F. David	1977

Charles E. Ellis, Jr.	1976
Herbert F. Gent, Jr.	1977
Stanley F. Maxwell	1976

RECREATION COMMITTEE

Donald I. Pierce, Chairman	1976
John Morabito, Secretary	1975
Russell H. Stone, Jr.	1975
Duane B. Heineck	1977
Nancy Hollingsworth	1976
Nancy E. Elgart	
Paul C. Dustin	
Gladys Benshimol	1976
Robert G. Sullivan	1975

HOUSING AUTHORITY

Phillip R. White, Jr., Chairman	1975
Edouard N. Dube	1978
Nathalie C. Beaton	1976
Charles Stratton (State Appointed)	1976
Janet Pierce, Executive Director	
Richard S. Dempster	1979

SUPERINTENDENT OF MOTH WORK

Irving E. Dickey, Jr.

TREE WARDEN

Irving E. Dickey, Jr.

INSPECTOR OF BUILDINGS

* Joyal C. Jaques
# Charles H. Stamatis

WIRE INSPECTOR

Blanchard K. Stoddart

* Resigned
# Appointed to fill vacancy

INSPECTOR OF PLUMBING

William R. Harrison

GAS INSPECTOR

William R. Harrison

SEALER OF WEIGHTS AND MEASURES

* Robert M. Graham
\# Charles H. Carroll

DOG OFFICER

Ralph C. Marden, III

INSPECTOR OF MILK AND FOODS

James J. Nugent, Jr.

INSPECTOR OF ANIMALS

Gardiner A. Lester, D.V.M.

CUSTODIAN OF SOLDIERS' AND SAILORS' GRAVES

J. Henry Vik

DIRECTOR OF CIVIL DEFENSE

John W. Agnew, Jr.

CONSTABLES

* Robert M. Graham
Sally M. Hoyt
\# Joseph F. Anderson

* Resigned
\# Appointed to fill vacancy

CONTRIBUTORY RETIREMENT BOARD

George R. Larson, Chairman
Richard E. Gould, Secretary
John F. Tormey

INSURANCE COMMITTEE

Consists of Board of Selectmen, Town Treasurer, and Chairman of Finance Committee

LAW COMMITTEE

Consists of Chairman of the following Boards:

Board of Selectmen
Board of Public Works
Board of Cemetery
Board of Health
Board of Library Trustees
Planning Board
Board of Assessors
School Committee
Municipal Light Board

COMMISSIONERS OF TRUST FUNDS

George R. Larson, Chairman	1979
William K. Weidman	1975
David E. Hersee	1977

Town Treasurer and Chairman Board of Selectmen Members Ex-Officio

INDUSTRIAL COMMISSION

John M. Celehar	1978
Edward J. Coppinger	1975
John P. Collins	

COMMITTEE ON TOWN FORESTS

Benjamin E. Nichols, Chairman	1977
Irving E. Dickey, Jr.	1975
George B. Perry	1976

CONSERVATION COMMISSION

Nancy W. Anderson, Chairman	1975
James R. Boucher	1977
Ruth E. Johnson	1976
Henry W. Fienemann	1976
Jean Westwater	1976
R. Gary Gilbert	1977
John Demember	1975

COMMITTEE ON ELM TREE PROTECTION

Irving E. Dickey, Jr.
Charles Stratton

MEASURES OF LUMBER

Harold B. Currell
Irving E. Dickey, Jr.

MEASURES OF WOOD AND BARK

Harold B. Currell
Irving E. Dickey, Jr.

FIELD DRIVERS

Norman B. Small, Jr.
Ronald A. Winslow

PUBLIC WEIGHERS

Gordon Berry
Kenneth Hall
Dennis Treanor
Carl Sias
Donald O'Shea
William Capps
Jack Pratt
George Hayes
Ronald Liss
Albert K. Guglielmi
William Knight
Diane M. Joyce
Deborah Massero

REPRESENTATIVE METROPOLITAN AREA PLANNING COUNCIL

Melvin E. Jones 1976

POLICE DEPARTMENT ROSTER

CHIEF

John F. Beaudoin

LIEUTENANT

Edward M. Hubbard

SERGEANTS

Fred Granelli

Bernard J. Paiva

Robert E. Marchand

SERGEANT-DETECTIVE

Edward W. Marchand

PATROLMAN-DETECTIVES

Leo S. Iacopucci
William F. Keefe

Richard L. Nelson
John Green

SAFETY OFFICER

Joseph W. Cormier

PATROLMEN

George A. LeFave
Herbert G. Perry
Robert A. Castine

John A. Bilicki
Evan P. Edwards
Raymond J. Doucette

Herbert N. McSheehy
Richard L. Wood
William E. Arakelian
Paul K. Sheridan
Michael S. Conchiglia
Dennis T. Farrell
Robert J. Silva
Henry F. Rich
Murray C. Airhart
Robert F. Flynn
N. Kevin Patterson
Patrick M. O'Brien

Leonard P. Hoyt
David E. Saunders
Gerald F. Hoyt
William A. Pacunas
Paul G. Peoples
Paul A. Vallee
Joseph R. Veno
Chester M. Thurston
Gerald C. Powers
Walter R. Franklin
Hobart E. Nelson
Michael P. Cloonan

CLERK

Barbara B. Adams

POLICE WOMAN

Marie A. Cormier

FIRE DEPARTMENT ROSTER

CHIEF

Robert W. Pratt

DEPUTY CHIEF

Victor H. Cail

CAPTAINS

Robert W. Shannon
Leslie L. Hadley, Provisional
Harvey J. Racine, Provisional
Robert H. Thomas, Provisional
Theodore W. Turner, Provisional

LIEUTENANTS

Leonard J. Redfern
Arthur W. Steele
Russell E. Carter
Donald V. Jackson

FIRE FIGHTERS

*Richard D. Brown
Gerald W. Humphrey
Nelson F. Andrews
Ronald D. Michelini
Frederick E. Livingstone
Donald L. Michelini
George L. Turner
Ernest G. Babcock, Jr.
Richard E. Van Horn
Wilfred E. Boudreau, Jr.
Daniel J. Doran
Willard F. Nichols
Peter R. Vincent
Malcolm W. Hubbard
Robert P. O'Brien
Joseph T. Hindes, Jr.
Verlon Curtis
Joseph Cummings III
James W. Sharkey
Thomas W. Lyle
Anthony J. Gentile
Paul D. Murphy
Alan B. McMahon
William F. Campbell III
James A. Stevenson
John F. Beaudoin, Jr.
Roger C. Quimby
Arthur H. Vars
Stephen A. Ballou
Philip G. Dole
George E. Cress
James D. Freda
Steven M. Granelli
Donald L. Wood
Robert J. Campbell
Stephen M. Shea
Kenneth N. Campbell, Jr.
*Edward Roy Tribble
David C. Bishop
John A. Faulkner
John T. Kucinski
Gordon E. Sargent
Donald E. Stead
John T. Mooney
Domenic D. Ricci

CLERK

Ruth K. Murray

MECHANIC

Albert A. Tarpin

SUPT. OF FIRE ALARM

Robert W. Pratt

FOREST WARDEN

Robert W. Pratt

DEPUTY FOREST WARDENS

Deputy Chief, Victor H. Cail
Captain, Robert W. Shannon
Lieut., Robert H. Thomas

Irving E. Dickey, Jr.
Benjamin E. Nichols
George B. Perry III

*Resigned
#Appointed to fill vacancy

Town Of Reading

List Of Jurors

Prepared by the Board of Selectmen

NAME	RESIDENCE	BUSINESS OR OCCUPATION
Adams, Dorothy M.	44 Spring Street	Waitress
Alworth, William	16 Gardner Road	Shipper
Bailey, Richard A.	5 Lakeview Ave., Apt. 3	Laboratory Technologist
Barker, Roger D.	264 Ash Street	Service Manager
Belmonte, Rose M.	14 Colonial Drive	Telephone Operator
Benard, Denis	33 John St.	Truck Driver
Benoit, Deborah	1 Lakeview Ave.	Medical Technician
Birdsall, Robert C.	131 Forest St.	Telephone Work
Bocker, Ralyn M.	40 Deborah Drive	Plant Manager
Bonfanti, Leo	15 Lakeview Ave.	Publisher
Bordieri, Paul A.	376 West St.	Manager
Bowie, Grace G.	64 Highland St.	Homemaker
Boyd, Kenneth W.	8 Crosby Road	Paper Cutter
Brady, Stephen V.	92 Lowell St.	Repairman
Breugelman, Louis A.	357 South St.	Retired
Brooks, Lloyd W.	33 Village St.	Supply Clerk
Brophy, James F.	163 Van Norden Road	Product Manager
Brown, Elizabeth M.	309 Haven St.	Housewife
Brown, Marjorie L.	81 Vine Street	Social Worker
Buckley, Thomas H.	29 Colburn Road	Purchasing Manager
Budka, Richard A.	3 North Street	Warehouse Manager
Burke, Sharyn A.	6056 Summer Ave., Apt. 64	Executive Secretary
Burnham, Donald A.	106 Oak St.	Examiner
Buzderewicz, Shirley A.	244 Franklin St.	Note Teller
Cacciola, Frank J.	93 Libby Avenue	Die Press Operator
Callahan, Walter L.	22 Deborah Drive	Supervisor
Campbell, Leslie A.	36 Franklin St.	I.R.S. Clerk
Caratelli, Franando G.	284 Lowell St.	Electrician
Carley, John W.	12 Ash Hill Road	Director of Procurement
Carlson, Robert B.	26 Alden Circle	Sales
Casco, Louis E., Jr.	14 Winthrop Ave.	Maintenance Mech.
Cashins, Robert F.	144 Howard St.	Engineer
Chesley, Richard B., Jr.	10 Vista Avenue	Jewelry Mechanic
Clements, Henry W.	17 Landers Road	General Traffic Manager
Coffill, Donald E.	31 Park Avenue	Wholesale Route Salesman
Colosi, Lillian I.	55 Victoria Ave.	Computer Programmer
Connors, Edith H.	109 Charles St.	Personnel Services Clerk
Corkum, Stanley H.	101 Eaton Street	Repairman
Cullen, Elizabeth S.	3 Lewis Street	Postal Clerk
Cullen, John D.	242 High Street	Carpenter

Cummings, Agnes A.	26	Barbara Lane	Hairdresser
Curran, Robert W.	2	H Street	Painter
Cutelis, Charles	23	Dustin Road	Insurance Salesman
Dade, Douglas B.	3	Priscilla Road	Mechanic
Daiopulos, Arthur C.	15	Harvard St.	Civil Engineer
Darby, Charles A.	162	Main Street	Production Manager
D'Arcy, Edward J.	195	Summer Ave.	District Switching Systems Mgr.
Davis, John P.	10	Edgemont Ave.	Systems Analyst
Davis, William E.	57	Village St.	Maint. Mechanic
Dawson, Carl	192	Salem Street	Lead Maint. Mechanic
Day, Georgia	64	Berkeley St.	Housewife
Dearborn, Robert N.	22	Scotland Road	Assistant Treasurer
Demenkow, Joseph J., Jr.	163	Green Street	Engineering Technician
Dempsey, John M.	34	Glenmere Circle	Clerk
Dempsey, Joseph S.	97	Lowell Street	Telephone Repairman
Dennis, Stephen D.	93	Grand Street	Engineer
DePatie, Ronald E., Jr.	629	Pearl Street	Student
DiNitto, Robert G.	71	County Road	Electronics Engineer
Doherty, Joseph J.	32	Dudley Street	Analyst
Dragone, William M.	21	Keith Road	Programmer/Analyst
Durand, Christine B.	241	Main Street	Computer Programmer
Eckerson, Bruce N.	72	Belmont Street	Telephone Installer
Estabrook, Mary C.	62	Temple Street	Reference Librarian
Fall, Carl P.	29	Wilson Street	Financial Administrator
Faucette, Patrick J., Jr.	157	Salem Street	Telephone Foreman
Feener, Gordon E.	626	Haverhill Street	Cable Splicer
Finn, Daniel J.	357	West Street	Sales Operations Manager
Flagg, Peter H.	51	Putnam Road	Salesman
Fleming, Daniel W.	31	Green Street	Insurance
Fletcher, Edna M.	6	Virginia Road	Tax Examiner- Unemployed
Fontaine, Alice B.	89	Grant Street	Store Owner
Franzosa, Patrick J.	435	Summer Avenue	Installer-Repairman
Gallagher, William J.	351	Lowell Street	Office Mgr. and Treasurer
Gallella, Francis V.	104	Ash Street	Janitor
Galluzzo, Peter J.	108	Aok Street	Forklift Operator and Truck Driver
Gatto, Vincent J.	11	Melbourne Ave.	District Manager
Gaudette, Richard S.	42	Chute Street	Chemical Engineer
Geary, William S.	24	Minot Street	Painter
Given, Robert J., Jr.	127	Belmont Street	Supervisor, Cost Accounting
Glennon, Carol A.	200	Grove Street	Cashier
Glennon, William R.	938	Main Street	Journeyman Electrician
Golden, Frank J.	14	School Street	Plant Man
Goodhue, David M.	10	Kensington Ave.	Sales Manager
Graham, Gordon J.	26	Holly Road	Engineer

Greenleaf, Alfred L.	14	Federal Street	Mechanic
Groh, Thomas J.	76	Batchelder Rd.	Truck Driver
Guide, Thomas J., Jr.	14	Rustic Lane	Car Dealer - Unemployed
Gustafson, Gladys V.	12	Margaret Road	Telephone Operator
Hagerty, Mary E.	119	Summer Ave.	Homemaker
Haley, Edward W.	90	Mineral Street	Machinist
Hall, William H.	99	Beacon Street	Contractor
Hallinan, Paul F.	56	Pearl St.	Retired
Harkins, James F., Jr.	81	Belmont St.	Unemployed
Harrington, Vincent J.	85	Middlesex Ave.	Wholesale Milk Driver - Unemployed
Harrison, David B.	17	Dunbar Road	Grocery Supervisor
Hartley, Russell E.	139	Washington St.,Apt. 14	Shipper
Harvey, William A.	186	County Road	Mechanical Specialist
Hersey, Carol Ann	139	Washington St.	Gemologist
Hiltz, Russell M.	203	Washington St.	Truck Driver
Hodson, Roy C., Jr.	26	Knollwood Rd.	Telephone Installer
Holden, Robert E.	253	Haven St.	Carpenter
Howe, George S.	25	Selfridge Rd.	Retired
Hughes, Joseph W.	48	Sherwood Road	Manager
Hult, Arnold C.	178	Haverhill St.	Retired
Hurt, Newell P.	241	Main St., Apt. 7	District Manager
Hutchinson, Howard W.	271	South St.	Product Engineer
Hutt, Henrietta B.	31	Grove St.	Bookkeeper
Imhoff, Anne M.	39	Line Road	Publishing
Isbell, Earl D.	32	Park Avenue	Buyer
Jangro, Donald G.	43	Bond Street	Engineer Technician
Jewett, Philip L.	23	George St.	Carpenter
Johnson, Edward J.	729	Haverhill St.	Retired
Johnson, Joseph R.	41	Hemlock Road	MBTA Operator
Jones, Warren A.	7	Marla Lane	Coordinator
Jordan, Raymond J.	62	Locust St.	Proofreader
Kaczeus, Steven L.	6051	Summer Avenue	Mechanical Engineer
Kane, James M.	30	Winthrop Ave.	Union President
Kaper, Jerome J.	5	Pitman Drive	Technician
Kaplan, Samuel	30	Pierce St.	Truck Driver - Salesman
Kay, John R.	50	Grand Street	Retired
Kellett, Walter G.	16	Hunt Street	Retired
Kelly, Michael R.	66	Hopkins St.	Equipment Installer
Kerr, John S.	179	Forest St.	Quality Assurance Manager
Kimball, Harvey R.	98	Spruce Road	Sales Manager
Labo, Fred L.	7	King Street	Rug Layer
LaLiberte, Joseph H.	245	Pearl Street	Social Worker
Lawlor, Robert F.	88	Sturges Road	Production Controller
LeDoux, George A.	538	Pearl St.	Pianist

Leslie, George A., Jr.	202	Pearl St.	Journeyman Ironworker
Livingston, Kenneth J.	59	Howard St.	Buyer
LoConte, Michael T.	8	Ridge Road	Manager
Locke, Lloyd W., III	236	Walnut St.	Service Tech.
Long, Albert	9	Van Norden Rd.	P. O. Clerk
MacKilligan, Howard J.	526	Franklin St.	Banker
Malcolm, John C.	139	Woburn St.	Telephone Repairman
Manchester, William G.	145	High St.	Personnel Manager
Marchetti, John L.	39	Mill St.	Sales Representative
Marshall, David F.	71	Pine Ridge Road	Development Engineer
Mattogno, Mary	88	Timberneck Drive	Housewife
McCauley, William D., Jr.	31	Green Street	Civil Engineer
McDermott, Francis M.	601	Haverhill St.	Shipping Clerk
McFadden, John N.	75	John Carver Road	Banker
McKenna, Sandra C.	26	Curtis Street	Bank Teller
McKinney, Henry W.	50	Mill Street	Prod. Manager
McNeil, Vincent G.	329	Ash Street	Electronic Component Eng.
Messina, Fred R.	310	South St.	Vice Pres.
Meuse, Alice K.	97	Highland St.	Housewife
Milne, Myrtle A.	10	Colburn Rd.	Manager
Mooney, James T.	14	James Road	Chemist
Moreno, Elizabeth E.	61	Washington St.	Executive Secretary
Morley, John	17	Glen Road	Engineer
Morrison, Virginia I.	34	Canterbury Drive	Homemaker
Mullen, Francis H.	424	South St.	Foreman
Murray, John E.	9	A Street	Accountant
Muse, Thomas W.	142	Wakefield St.	Carpenter
Nestor, Peter E.	11	Selfridge Rd.	Postal Clerk
Nichols, Dorothy E.	21	Milton Road	Legal Secretary
Nitzsche, Curt E.	42	Bay State Road	Electrical Engineer
Nola, Joseph T.	10	Red Gate Lane	President
Norton, Eugene J.	1	Whittier Road	Insurance Underwriter
Nunziato, Norma L.	45	Edgemont Avenue	Hairdresser
O'Brien, Robert E.	71	Locust Street	Letter Carrier
O'Connor, Richard P.	37	Lewis Street	Supervisor
O'Neil, Ronald J.	13	Tennyson Road	Telephone Installer & Repairman
Orton, Sidney F.	10	Lawrence Road	Meat Cutter
Ouellette, Kathleen M.	237	Ash Street	Clerical Assistant
Pack, John G.	18	Gleason Road	Chemist
Patterson, John M.	35	Prospect St.	Vice President
Pensavalli, Domenic	34	Audubon Road	Buyer of Scrap Metal
Perry, Florence M.	43	John Carver Rd.	Secretary-Bookkeeper
Peters, Agnes R.	259	Haven Street	Executive Secretary
Peterson, Phillip J.	263	Woburn Street	Insurance Agent
Phillips, Josiah C., Jr.	40	Glenmere Circle	Salesman

Pierce, Stanley B.	9 Longfellow Road	Staff Manager
Pinkham, Bette M.	147 High Street	Secretary
Poock, Frank N.	54 Federal Street	Supervisor
Potter, Thomas E.	62 Tennyson Road	Union Carpenter
Prudhomme, Robert B.	359 Pearl St.	Contractor
Pullo, Robert W.	15 Red Gate Lane	Banker - Vice Pres.
Racine, Raymond J.	9 Percy Avenue	Sign Painter
Regan, Verna M.	30 Selfridge Rd.	Administrative Secretary
Regazzini, Robert G.	104 Scotland Road	Contractor
Rezendes, John J.	19 Garrett Road	Operations Manager
Rishton, Michael L.	37 Covey Hill Road	Program Manager
Robinson, Albert E.	48 Maple Ridge Rd.	Assistant Treasurer
Ronayne, John J.	31 Willow Street	Unemployed
Rotondi, Lillian A.	27 West Hill Circle	Secretary
Ruggles, Irving B.	9 Hemlock Road	District Manager
Russell, Jean C.	250 Summer Avenue	Clerk
Salt, David D.	625 Main Street, Apt. 24	Field Supt.
Schuman, Walter J.	301 Franklin St.	Controller
Scoppettuolo, Eugene G.	35 Pitman Drive.	Electrician
Shediac, Theodore	63 Pine Ridge Rd.	Assistant Vice President
Sibley, Janet E.	302 Woburn St.	Clerk
Sims, Clifford R.	68 Arcadia Ave.	Carpenter (Retired)
Singleton, James E.	49 Locust St.	Executive Director
Smith, Kenneth B.	292 West Street	Painter
Smith Leander P.	193 High Street	Machinist
Smith, Stephen A.	65 Longview Road	Printer-Platemaker
Snow, Michael F.	244 Grove St.	Regional Sales Manager
Sorenson, Walter F.	44 Pennsylvania Ave.	District Manager
Stiles, Anne M.	42 Ash Hill Road	Bank Teller
Stinchfield, Betty M.	37 Prescott St.	Merchant
Stires, Julian G.	5 Grand St.	Sales Manager
Surette, Denis C.	32 Prescott St.	Plasterer
Surette, Richard J.	1480 Main Street	Carpenter
Sweet, Donald E., Jr.	27 Tennyson Road	General Manager
Talbot, William M., Jr.	21 Village St.	Machinist
Taylor, Geraldine M.	2 Gilmore Ave.	Cashier
Taylor, Kenneth P.	7 Eastway	Corporate Controller
Thompson, Leonard	114 Eaton St.	Engineer
Tompkins, Milton B.	11 Chestnut Rd.	Machinist
Trainor, Carol F.	3 Lakeview Ave.	Senior Clerk
Tweedy, Winona J.	47 Highland St.	Housekeeper
Twombly, Gerald F.	140 Willow St.	Low Voltage Tech.
Twombly, Leroy W.	140 Willow St.	Trainmaster
Van Alstine, Leonora A.	5 Washington St.	Secretary
Varney, Geraldine	64 Village St.	None
Vitale, Teresa M.	25 South St.	Tax Examiner
Vivace, Carl F.	65 Charles St.	Unemployed

Vultaggio, Mario S., Jr.	9	Cumberland Rd.	Hairdresser
Wagner, Paul M., Jr.	6051	Summer Ave., Apt. 61	Treas. and General Manager
Walden, Donna J.	18	Elm St. - Rear	Telephone Operator
Wallace, Fred P.	66	Franklin St.	Consultant
Walsh, Norma D.	1	High Street	Payroll Supervisor
Welcome, Francis W.	689	Haverhill St.	Telephone Co. Testman
Wells, Gertrude S.	435	Franklin St.	Editor
Whalen, John J.	28	Chestnut Road	Foreman
White, Loring C.	26	Boswell Road	Electronics Engineer
White, Robert J.	237	Main St., Apt. A-6	Business Manager
Whitney, Roger G.	15	Village St.	Maintenance Mechanic
Williams, Richard E., Jr.	74	Red Gate Lane	Student
Wiswall, Marcia W.	2	Summit Drive	Librarian
Yirrell, Patricia A.	62	Martin Road	At home

Report of the Town Clerk

During the period of January 1, 1974, to December 31, 1974, the following Vital Statistics were recorded in this office:

Births	238
Deaths	179
Marriages	307

Also, during this period a total of 2,200 dog licenses were issued as follows:

Male Dogs	1,012
Spayed Female Dogs	961
Female Dogs	219
Kennels	8
	2,200

A total of 694 Fish and Game Licenses were issued during the year 1974.

A total of $18,083.85 in receipts were collected and turned over to the Town during this time period, a substantial increase over previous years.

Our microfilming project has progressed well, with approximately 30,000 frames filmed this year. The year 1975 should complete the major portion of this project.

Available space for maintaining the election equipment is still a serious problem. There is presently no adequate space available to us to house properly the Election and Registration function.

The year 1974 saw three elections, which always constitute a busy year.

Initial steps to assist the Selectmen in the redistricting of the town into precincts in accordance with the number of inhabitants rather than the number of registered voters, a requirement of State statute, were instituted. The Special Town Meeting in October, 1974, voted to authorize the Selectmen to proceed with the amendment of Chapter 7, Acts of 1943. To accomplish this task, upon adoption by the State Legislature in 1975, will be a major task, to be completed prior to the end of 1975.

The workload within this office continues to grow, with added duties through legislative and Town Meeting action. We have attempted, and will continue to attempt, to computerize our functions in order not to increase our workforce.

We wish to thank the many town agencies who have supported us in our efforts during the past year. Their help has greatly enhanced our operation and added immeasurably to the efficiency of town government.

Lawrence Drew

Town Clerk

NOTICE TO PARENTS, HOUSEWIVES, PHYSICIANS AND MIDWIVES

Your attention is called to the sections below taken from the revised laws. Blank forms for return of birth may be obtained from the Town Clerk.

GENERAL LAWS, CHAP. 46, SEC. 3
(TERCENTENARY EDITION)
(AS AMENDED BY CHAPTER 326, SECTION 1, ACTS OF 1939)

Every physician, or hospital medical officer registered under section nine of chapter one hundred and twelve, in this chapter called officer, shall keep a record of the birth of every child in cases which he was in charge showing date and place of birth, the name, if any, of the child, its sex and color, the name, age, birthplace, occupation and residence (including the street number, if any, and the ward number if in a city) of each parent, the maiden name of the mother and the name of the phsician or officer if any, personally attending the birth. If the child is illegitimate, the name of and other facts relating to the father shall not be set forth except upon written request of both the father and mother; provided that if an illegitimate child shall have become legitimate by the intermarriage of his parents and the acknowledgement of his father, as provided in section seven of chapter one hundred and ninety, prior to the mailing or delivery of any report herein required such report shall read in all respects, as if such child had been born to such parents in lawful wedlock. Said physician or officer shall, within fifteen days after such

birth, mail or deliver to the clerk or registrar of the town where such birth occurred, a report stating the facts herein above required to be shown on said record and also the said written request, if any; provided that if said report is not so made within forty-eight hours after such birth, said physician, or officer shall, within said forty-eight hours mail or deliver to said clerk or registrar a notice stating the date and place of the birth, the street number, if any, the ward number if in a city, and the family name. Upon presentation to him of a certificate of the town clerk stating that any such birth has been duly reported, the town treasurer shall pay to such physician or officer a fee of twenty-five cents for each birth so reported. Any physician or any such officer violating any provision of this section shall forfeit not more than twenty-five dollars. The said town clerk or registrar shall file daily with the local board of health, a list of all births reported to him, showing, as to each, the date of birth, sex, color, family name, residence, ward and physician or officer in charge.

Within sixty days after the date of the birth of any child born in the commonwealth with visible congenital deformities, or any condition apparently acquired at birth, which may lead to crippling, the physician in attendance upon said births shall prepare upon a form provided by the state department of public health and file with the clerk of the town where such birth occurred, a report setting forth such visible congenital deformity, or any condition apparently acquired at birth which may lead to crippling.

Said clerk shall transmit forthwith to said department such supplementary report of such births. The contents of such report shall be solely for the use of said department in connection with its functions relative to crippled children, and such report shall not be open to public inspection or constitute a public record.

GENERAL LAWS, CHAP. 46, SEC. 6

Parents within forty days after the birth of a child, and every householder, within forty days after a birth in his home, shall cause notice thereof to be given to the clerk of the town where such child is born.

GENERAL LAWS, CHAPTER III

Sections 110 and 111 require physicians, registered hospitals, medical officers, nurses or other attendants to report at once to the local board of health, every child one or both of whose eyes become inflamed, swollen and red and show an unnatural discharge within two weeks, after birth.

Annual Town Election
March 2, 1974

Pursuant to the Warrant and the Constable's Return thereon, a Town Election was held at the time and places specified in the Warrant and was called to order by the Wardens in the precincts as follows:

Precinct 1	J. Warren Killam School	Russell H. Stone, Jr.
Precinct 2	Joshua Eaton School	John H. Crooker
Precinct 3	Community Center	C. Dewey Smith
Precinct 4	Memorial High School	Kenneth C. Latham

who then partially read the Warrant, when on motion of Florence E. Campbell, Eva C. Swift, Ann Cusato, and John F. Cronin in Precincts 1, 2, 3 and 4 respectively, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Wardens in charge.

The ballot boxes were examined by the Wardens in charge and each found to be empty and all registered 000.

The polls were then declared open at 8:00 A.M. and were closed at 7:00 P.M. with the following results:

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
Moderator for one year—Vote for One					
Kenneth C. Latham	546	760	550	837	2,693
Blanks	114	144	101	132	491
Totals	660	904	651	969	3,184

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
Selectman for three years—Vote for One					
James J. Sullivan, Jr	522	720	550	782	2,574
Blanks	138	184	101	187	610
Totals	660	904	651	969	3,184

Board of Public Works for three years—Vote for One

Laurence B. Hodson	311	348	324	434	1,417
John W. Price	311	500	303	508	1,622
Blanks	38	56	24	27	145
Totals	660	904	651	969	3,184

Board of Assessors for three years—Vote for One

Michael T. Sullivan	320	415	323	452	1,510
Edwin H. Bjorkman	182	275	196	336	989
Robert J. Murphy	112	109	89	101	411
Blanks	46	105	43	80	274
Totals	660	904	651	969	3,184

School Committee for three years—Vote for Not More than Two

Nancy E. Elgart	386	531	349	553	1,819
Carl B. Bertelsen	187	245	196	293	921
Martha Jane Heineck	264	378	264	448	1,354
Elizabeth A. Walsh	273	390	311	430	1,404
Blanks	210	264	182	214	870
Totals	1,320	1,808	1,302	1,938	6,368

Planning Board for three years—Vote for Not More than Two

Robert B. Stone	16	3	13	40	72
Curt E. Nitzsche	37	39	26	44	146
Robert H. Stone		2			2
Frank E. Wandrey		1			1
John M. Devir, Jr.	1				1
Andrew B. White	1				1
H. Lee Donley			2		2
James J. Varney				1	1
Cheryl S. O'Halloran				1	1
Bernard F. Bertelsen				1	1
Blanks	1,265	1,763	1,261	1,851	6,140
Totals	1,320	1,808	1,302	1,938	6,368

Municipal Light Board for three years—Vote for One

Patricia M. George		5	1		6
Frank C. Graupner	18	3	14	27	62
Peter E. Nebolsine		1	1		2

Anthony J. Puopolo		2			2
Frank E. Wandrey		1			1
Robert H. Peterson	1				1
Marvin M. Rosentahl	2				2
Elizabeth E. Racine	3		1		4
William H. Watt	2				2
Francis X. Day			2	4	6
Anthony C. Rose, Jr.			2		2
Robert M. Graham				1	1
Brian A. Richards				3	3
Blanks	634	892	630	934	3,090
Totals	660	904	651	969	3,184

Tree Warden for three years—Vote for One

Irving E. Dickey, Jr.	536	727	535	778	2,576
Blanks	124	177	116	191	608
Totals	660	904	651	969	3,184

Housing Authority for five years—Vote for One

Gary B. Walker	494	685	513	750	2,442
Blanks	166	219	138	219	742
Totals	660	904	651	969	3,184

Board of Health for three years—Vote for One

Thomas J. Dowd	509	709	524	751	2,493
Blanks	151	195	127	218	691
Totals	660	904	651	969	3,184

Board of Cemetery Trustees for three years—Vote for Not More than Two

Harold E. Davis	481	680	484	735	2,380
Herbert F. Gent, Jr.	467	694	521	711	2,393
Blanks	372	434	297	492	1,595
Totals	1,320	1,808	1,302	1,938	6,368

Board of Library Trustees for three years—Vote for Not More than Two

William H. Diamond	513	719	523	752	2,507
Alfred R. Johnson	448	677	495	703	2,323
Blanks	359	412	284	483	1,538
Totals	1,320	1,808	1,302	1,938	6,368

PRECINCT I

Town Meeting Members for three years—Vote for Not More than Seventeen

Nancy Wilson Anderson	390
William F. Burnham, III	305
William R. Burns	268
Delmer D. Cotreau	314
Katherine F. Ebeling	300
David C. Pratt	276
Lawrence S. Webster	325
Barbara E. Winkler	375
Edward D. Winkler	321
Italo F. Agostino	205
Joseph F. Anderson	251
Harold S. Bigwood, Jr.	283
William C. Bliss	277
John F. Browne	284
Elaine M. Cacciapuoti	234
Leo R. Campbell, Jr.	259
Kevin P. Cignetti	166
Michael M. Guenther	181
Gerald F. Hoyt	327
Shirley A. King	267
John S. Manita	196
John F. Webster	298
Blanks	5,118
Totals	11,220

Town Meeting Member for two years—Vote for One

Raoul E. Daigle	157
Elizabeth A. Jessiman	118
John Liotine	45
Patrick M. O'Brien	197
Blanks	143
Total	660

Town Meeting Member for one year—Vote for One

Donald L. Wood	312
Gail F. Wood	206
Blanks	142
Total	660

PRECINCT II

Town Meeting Members for three years—Vote for Not More than Seventeen

Gilbert F. Bulley	473
Stephen W. Carr	445
James T. Chamberlain	380
William E. Clark	335
Paul E. Dube	471
H. Paul Fortin	343
Robert L. Fuller	367
DeMelle C. Garey	399
John B. Harker	379
Kenneth H. Little	424
Charles Stratton	424
George A. Theophanis	413
John J. Watson	418
William A. Westwater	411
Allan E. Ames	243
Arthur L. Dahill	280
Eleanor S. Dustin	382
Richard C. Evans	236
W. Robert Jackson	237
David W. Kruger	244
Frederick J. Milley, Jr.	246
Anne M. Schofield	238
Frank A. Smith, Jr.	361
Robert S. Wells	392
Peter K. S. Wu	339
Michael S. Zbailey	246
Blanks	6,242
Total	15,368

Town Meeting Members for one year—Vote for Not More than Two

Jack G. Cairl	316
Elia Ann Dangelmaier	378
Myrna R. Jones	394
Andrew B. White	162
Blanks	558
Total	1,808

PRECINCT III

Town Meeting Members for three years—Vote for Not More than Seventeen

Louis B. Bacigalupo	345
Richard Benshimol	316
Donald W. Davidson	338
James J. Fandel	296
Richard A. Nihan, Jr.	251
Carol A. O'Donoghue	261
Kenneth P. Roberts	328
Ralph E. Snyder, Jr.	272
James J. Sullivan, Jr.	311
Gloria A. VanBeaver	275
William H. Watt	278
Anna Champa	214
Ronald M. D'Addario	172
Francis Michael Keane	201
W. Bruce MacDonald	323
Barry J. Mitchel	217
Robert J. Murphy	180
Wanda L. Padula	155
George R. Rainville	160
Frances A. Rienzo	248
Dianne M. Simpson	199
Ellen A. Stanton	187
James J. Sullivan III	221
James R. Valentine	215
Elizabeth A. Walsh	328
John F. Willis	242
Blanks	4,534
Total	11,067

PRECINCT III

Town Meeting Member for one year—Vote for One

John P. Perry	468
Blanks	183
Total	651

PRECINCT IV

Town Meeting Members for three years—Vote for Not More than Seventeen

John H. Austin	491
Paul R. Bergholtz	451
William C. Brown	439
Richard H. Curtis	479
Walter F. Cutcliffe	434
Harry M. Johnson, Jr.	442
Lawrence W. Leonard	442
Bayard R. Lincoln	519
Louis H. Martinage	538
Neil H. Murray	459
Joseph J. Parziale	322
James S. Rouvalis	390
Thomas J. Ryan	416
Norma T. Sweeney	476
Sumner H. Weston	513
James C. Gibney	501
Robert F. McCaffrey	389
Barbara B. Monsler	421
Robert A. Pelosi	416
George J. Robinson	300
Claire Shea	304
Gary B. Walker	400
Blanks	6,931
Total	16,473

Town Meeting Member for one year—Vote for One

Thomas J. Flaherty, Jr.	418
Arthur P. Skelley	292
Blanks	259
Total	969

Town Meeting Member for one year—Vote for One

Dorothy M. Anderson	305
Starr E. Bartlett	113
Daniel W. Brown	113
Richard J. Gallagher	135
John J. Scanlan	122
Blanks	181
Total	969

The polls were closed at 7:00 P. M. with the following results:

Whole number of votes cast 3,184.

The votes were declared in Open Town Meeting, sealed in ballot envelopes and transmitted to the Town Clerk to be placed in the vault for safe keeping.

Voted to adjourn 9:00 P.M., March 2, 1974.

A true record. Attest:

LAWRENCE DREW
Town Clerk

Annual Town Election
March 11, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 8:00 P.M.

The invocation was given by Rev. J. Gary Campbell of the Old South United Methodist Church.

The Warrant was partially read by the Town Clerk, when on motion of Edward P. Cameron, it was voted to dispense with further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk.

The newly elected Town Meeting Members were sworn in by the Moderator.

ARTICLE 2. The following report was read by Edward P. Cameron for the Board of Selectmen:

REPORT OF THE BOARD OF SELECTMEN ON REDISTRICTING

In accordance with the vote of the Annual Town Meeting of 1973, the Selectmen have proceeded as instructed to redistrict the Town.

It is our intent to divide the town into eight (8) precincts to ensure that the provisions of Chapter 735, Acts of 1972, are complied with completely; i.e., that the town be divided into voting precincts with not more than 4,000 inhabitants. This process will, in accordance with the Chapter referred to, be repeated in the year 1980.

In general the precincts will be laid out somewhat as follows. It should be pointed out that this is our first "cut" on this redistricting, and only tentative subject to the current 1974 census which will be completed within the next 60 days. It is intended to use this as our basis to ensure as up to date as possible a realignment, and to make the 1980 task as light as possible, keeping the cost to a minimum.

PRECINCT 1

Commencing at the North Reading line, coming south to approximately Putnam Road, including Main Street to that point, turning easterly to the area of Evergreen Road and Wakefield Street to Haverhill Street, including all of Haverhill Street from that point north to the North Reading line.

PRECINCT 2

Commencing from just south of Putnam Road, coming south including Main Street down to and including Pleasant Street, east to and including Track Road, and to Haverhill Street, Haverhill Street included, north to join Precinct 1.

PRECINCT 3

Commencing south of Pleasant Street, including Main Street to the Stoneham line, going east along and including South Street from Main Street to Wakefield line, then going north to meet Precinct 2.

PRECINCT 4

Commencing at a point in the area of Green and Ash Streets, west of Main Street, south to Stoneham line, west to Border Road, and north to just south of Howard Street, east to junction of Green and Ash Streets.

PRECINCT 5

Commencing at a point just south of Locust Street, south to approximately Green and Ash Streets, west to the area of Echo and Vista Avenues, north running just to the west of Vine Street and including Vine Street and Vale Road, then west to Locust and Main Streets.

PRECINCT 6

Commencing at Willow Street and Summer Avenue, easterly to just west of Vine Street, running south to an area near Fairview Avenue, west along Howard Street, north and northeast to and including West Hill Circle, and to the beginning at Willow Street and Summer Avenue.

PRECINCT 7

Commencing just south of Ridge Road, south, west of Main Street, to Locust Street, west to High Street, north to Vine Street, north and northwest following just north of Precinct 6, going north and northeast to join Precinct 8 at a point west of Grove Street near Franklin Street.

PRECINCT 8

Commencing at the North Reading line, just west of Main Street, south to just south of Ridge Road, west to Intervale Terrace, north along and including Grove Street to its end, then turning east to the beginning just west of Main Street at the North Reading line.

Please keep in mind that these areas are only tentative, that a great deal more work is required to develop the specifics, i.e., actual street numbers where the precincts will begin and stop, new streets to include, etc.

Precincts at this time will average in the area of 2,850 inhabitants. There is no way that we can see how we can make them exact, but they are well within the State limits, and allow for expansion.

If this Report is accepted, we will immediately petition the General Court to amend the Enabling Act (Chapter 7, Acts of 1943) creating the limited form of Town Meeting for the Town of Reading, to authorize

adjustment of the number of elected Town Meeting Members for each precinct from 51, for a total of 204, to 24 for each precinct, for a total of 192.

The redistricting, in accordance with the General Laws, cannot become effective until after the State Election in November, 1974. However, it is our intention to complete the redistricting so that it will become effective before December 31, 1974, and will be in effect for the Town Election in March, 1975.

Fred C. Kenney, Jr.
Edward P. Cameron
Robert S. Cummings
Board of Selectmen

This report was accepted as a report of progress.

ARTICLE 2. Richard J. Ogden submitted the following "Supplement to Finance Committee Report FY 1975", which was accepted as a report of progress.

SUPPLEMENT TO FINANCE COMMITTEE REPORT FY 1975

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Item Number	**Change to**
General Government	Change to 3.72%
2	$10,372
Total	29,872
4	13,437
5	8,508
6	2,417
Total	26,141
8	7,500
9	12,452
Total	29,857
12	23,650
Total	37,550
14	6,400
15	15,829
Total	28,079
17	5,100
18/19	39,326
Total	51,601

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Item Number	Change to
36	$10,388
37	7,701
38	2,519
Total	20,608
41	20,740
Total	33,132
42	insert, "and Services"
44	163,950
Total	184,081
Grand Total	513,381
Protection of Persons and property	Change to 11.64%
45	$589,158
Total	703,158
62	4,100
Total	26,100

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76	$11,146
Total	17,396
Grand Total	$1,607,205
Health & Sanitation	Change to .74%
82	$7,594
84	13,900
93	28,964
Total	101,528
Veterans Benefits	Change to .73%
95	$14,889
Total	101,389

Item Number	Change to
Education	Change to 55.76%
98	$5,349,885
99	1,078,314
103	44,929
Total	7,468,976
Grand Total	7,696,857
Library	Change to 1.50%
109	$130,247
110	77,400
Total	207,647
Public Works	Change to 17.53%
PAGE 18	
154	$0
155	8,326
158	20,000
Sub-Total	763,420
Grand Total	2,419,890
Cemeteries	Change to .75%
Total	$102,785
Recreation Committee	Change to .38%
Unclassified	Change to 7.25%
167	$140,873
171	74,701
Total	$1,000,111

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Article	Change to
20	Indefinitely Postpone
22	Indefinitely Postpone
23	Recommend $20,740
24	Do not recommend
30	Indefinitely Postpone

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34	Recommend $20,000 from tax levy, $4,350 from available funds and $140,650 from borrowing
38	Recommend $500,000 from borrowing
40-51	The amounts of these articles has changed because Board of Public Works has firmed up its estimates. Recommended total of 11 articles changes from 10,506 to 8,326.

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56	Recommend not to exceed $200
59	Recommend
68	Recommend

On motion of Edward P. Cameron it was voted to lay Article 2 on the table.

ARTICLE 3. On motion of Edward P. Cameron it was voted that

Harold B. Currell
and
Irving E. Dickey

be appointed Measurers of Lumber and Measurers of Wood and Bark.

On motion of Edward P. Cameron it was voted to lay Article 3 on the table.

On motion of James J. Fandel it was voted to take up Article 68.

ARTICLE 68. On motion of James J. Fandel it was voted to amend the official Classification Plan, Schedules and Regulations in accord with Article XXIV, Schedule A, of the By-Laws of the Town, as follows:

SALARY GRADE

Labor Grade	Point Range	Base Salary	Max. Salary
1	159	74.63	102.85
2	160-174	79.85	110.05
3	175-189	85.44	117.74
4	190-204	91.44	126.00
5	205-219	96.67	133.19
6	220-234	102.18	140.82
7	235-249	108.02	148.88
8	250-264	114.20	157.37
9	265-279	120.73	166.37
10	280-294	127.63	175.90
11	295-309	134.92	185.93
12	310-324	142.64	196.55
13	325-339	150.80	207.82
14	340-354	159.40	219.71
15	355-369	168.55	232.27
16	370-384	178.19	245.55
17	385-399	188.36	259.60
18	400-414	199.15	274.46
19	415-429	210.50	290.15
20	430-444	222.57	306.72
21	445-459	235.28	324.25
22	460-474	248.75	342.78
23	475-489	262.97	362.41
24	490-504	278.01	383.12
25	505-519	293.91	405.05
26	520-534	310.74	428.23
27	535-549	329.11	453.58

SECTION I — CLERICAL EMPLOYEES — Hourly

Job Title	Labor Grade	Minimum	Maximum
Jr. Clerks	2	2.13	2.94
Sr. Clerks B	5	2.57	3.55
Sr. Clerks A	6	2.73	3.75
Hearing Reporter	7	2.88	3.97
Collector's Admin. Asst.	11	3.60	4.96

Assessors' Admin. Asst.	11	3.60	4.96
Asst. Town Clerk	11	3.60	4.96

Note: All changes in the structure are effective on July 1, 1974

SECTION II — SUPERVISORY EMPLOYEES

Job Title	Labor Grade
Supervisor	20
Supt. (Cemetery Dept.)	20
Supt. (Tree & Moth Dept.)	19

SECTION III — PUBLIC LIBRARY — Hourly

Job Title	Labor Grade	Minimum	Maximum
Head Librarian	21		
Librarian, Grade I	16		
Librarian, Grade II	14		
Librarian, Grade III	12		
Library Assistant	7		
Library Clerk	4		
Library Hourly Employees		1.32	3.14
Library Pages		1.32	1.78

SECTION IV — PUBLIC WORKS DEPARTMENT — ENGINEERING

Job Title	Labor Grade	Minimum	Maximum
Superintendent	27		
Asst. Supt.—Operations	23		
Asst. Supt.—Engineering	23		
Supervisor	20		
Senior Civil Engineer	20		
Pumping Station Engineer	19		
Sanitary Division Engineer	18		
Asst. Civil Engineer	17		
Asst. Sanitary Division Engineer	14		
Land Surveyor	14	3.99	5.49
Administrative Asst.	14	3.99	5.49
Senior Draftsman	11	3.38	4.65

Transitman	11	3.38	4.65
Administrative Clerk	9	3.02	4.17
Junior Draftsman	7	2.70	3.75
Secretary	7	2.70	3.75
Rodman	6	2.55	3.52

SECTION V — CEMETERY—PUBLIC WORKS— TREE & MOTH DEPARTMENT

American Federation of State,
County and Municipal Employees Union
AFL-CIO, Council #41 and Local #1703

Job Title	Weekly Rate Effective 7-1-74
Master Mechanic	220.00
Foreman	198.00
Mechanic Class I	192.40
Heavy Equipment Operator	188.00
Asst. Pumping Sta. Eng.	188.00
Working Foreman	188.00
Light Med. Equip. Operator	177.20
*Skilled Laborer	166.00
*Mechanic Class II	166.00
*Dump Caretaker	149.20
*Meter Repairman	149.20
*Semi-Skilled Laborer	149.20
*Mechanic Class III	149.20
*Laborer	132.00
Seasonal Laborer	104.80

*Step increases are applicable to these classifications under the Union Agreement.

SECTION VI — POLICE DEPARTMENT

Job Title	Labor Grade	
Chief	27	
Lieutenant	19	
Sergeant	18	
Police Matron		3.42 (per hour)

Reading Police Association

Patrolman Inspector	237.10
Patrolman	215.00
Patrolman (Starting Rate)	197.50

SECTION VII — FIRE DEPARTMENT

Job Title	Labor Grade
Chief	26

Int. Assoc. of Fire Fighters AF of L — CIO Loc. #1640

	7/1/74	4/1/75
Deputy Chief	278.62	280.01
Captain	249.79	251.04
Lieutenant	231.75	232.91
Private	204.13	205.15
New Private (Starting Rate)	187.51	188.44

SECTION VIII — FIRE ALARM DEPARTMENT

		Minimum	Maximum
Lineman	11	3.38	4.66
Groundman	7	2.70	3.72

SECTION IX — GENERAL GOVERNMENT

Town Accountant	17		
Executive Secretary	22		
Superintendent of Buildings	15		
Janitor A	8	2.86	3.94
Appraiser	24		
Veterans Agent	12		
Health Agent	18		
Dog Officer	9		
Accountant	12		
Conservation Assistant	12		
Building Inspector	18		

Benefit Change

And that Vacation Policy be amended by adding to the allowable two weeks vacation three additional days after 5 years of service, adding to allowable three weeks vacation three additional days after 10 years of service.

Salary Increase Recommendation

The Personnel Board recommends a Salary Review Budget of 7½ % for the approval of the Town Meeting to be effective July 1, 1974.

All these recommendations have been approved by the Finance Committee.

On motion of Edward P. Cameron it was voted to lay Article 4 on the table.

On motion of Edward P. Cameron it was voted to take up Article 20.

ARTICLE 20. On motion of Edward P. Cameron it was voted that the town appoint a full time Building Inspector.

On motion of Edward P. Cameron it was voted to take Article 4 from the table.

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of Eight Hundred and Twenty-Five Dollars ($825.00) be transferred from the Law Department appraisal fees and that the sum of Three Hundred Nineteen Thousand Eight Hundred Sixty-Six Dollars ($319,866.00) be raised from the tax levy and appropriated for General Government, as follows, each item being considered as a separate appropriation:

Executive Secretary's Salary	$15,000.00
Selectmen's Clerical	10,372.00
Selectmen's Expense	4,500.00
Town Accountant's Salary	13,437.00
Accountant's Salary	8,508.00
Town Accountant's Clerical	2,417.00
Town Accountant's Expense (including out-of-state travel not to exceed $200.00)	1,779.00
Treasurer's Salary	7,500.00
Treasurer's Clerical	12,452.00
Treasurer's Expense	9,905.00
Tax Collector's Salary (all fees collected to be paid to the Town Treasurer)	6,400.00
Tax Collector's Clerical	23,650.00
Tax Collector's Expense	7,500.00
Town Clerk's Salary (all fees collected to be paid to the Town Treasurer)	6,400.00
Town Clerk's Clerical	15,829.00

Town Clerk's Expense (including out-of-state travel not to exceed $200.00)	5,850.00
Assessors' Salaries	5,100.00
Assessors' Clerical and Appraiser	39,326.00
Assessors' Expense (including out-of-state travel not to exceed $200.00)	7,175.00
Board of Registrars' Salary	960.00
Board of Registrars' Expense	200.00
Election & Registration Expense	26,600.00
Board of Appeals' Expense	1,800.00
Planning Board Expense	500.00
Finance Committee's Clerk	1,200.00
Finance Committee's Expense	300.00
Personnel Board's Expense	900.00
Town Counsel's Professional Services	35,500.00
Town Counsel's Legal Expense	4,500.00
Municipal Building Superintendent's Salary	10,388.00
Municipal Building Custodian—Town Hall	7,701.00
Municipal Building Custodian—Police Station	2,519.00
Town Hall Maintenance	10,518.00
Depot Maintenance	1,874.00
Conservation Commission—Services and Salaries	10,000.00
Conservation Commission—Expense	2,131.00
	$320,691.00

On motion of Carl H. Amon, Jr., it was voted that this meeting stand adjourned until Thursday, March 14, 1974, at 8:00 P.M., to meet in Memorial High School Auditorium.

Meeting adjourned at 11:10 P.M.

183 Town Meeting Members were present.

A true copy. Attest:

LAWRENCE DREW, Town Clerk

Adjourned Annual Town Meeting

March 14, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 8:00 P.M.

The invocation was given by Rev. Adrian R. Keeton of the Church of the Nazarene.

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of Two Hundred Seventy-Eight Thousand Four Hundred Forty-Five Dollars ($278,445.00) be raised from the tax levy and appropriated for Protection of Persons and Property as follows, each item being considered as a separate appropriation:

Police Department Maintenance	$47,500.00
Police Department Traffic Control Schools	42,900.00
Police Department Traffic Light Maintenance	5,000.00
Fire Department Maintenance (including travel outside state not to exceed $200.00)	37,000.00
Fire Alarm Salaries	7,000.00
Fire Alarm Expense	4,100.00
Forestry Department Salaries	$55,356.00
Forestry Department Tree Removal Inc. Labor	1,000.00
Forestry Department Expense	11,500.00
Hydrant Rental	26,240.00
Drinking Fountain Operation	100.00
Inspector of Buildings Salaries	14,272.00
Inspector of Buildings Expense	1,000.00
Sealer of Weights & Measures Salary	1,331.00
Sealer of Weights & Measures Expense	350.00
Dog Officer Salary	11,146.00
Dog Officer Expense	6,250.00
Inspector of Wires Salary	4,200.00
Inspector of Wires Expense	800.00
Civil Defense Maintenance & Salary	1,400.00
	$278,445.00

On motion of Carl H. Amon, Jr., it was voted to lay Article 4 on the table.

On motion of Carl H. Amon, Jr., it was voted to take Article 2 from the table.

ARTICLE 2. The following report was read by George A. Theophanis, Chairman of the Town Government Study Committee, which was accepted as a report of progress:

INTERIM REPORT OF THE TOWN GOVERNMENT STUDY COMMITTEE

Status

The Town Government Study Committee is presently in the third and final phase of its study as described in the interim report of September 24th, 1973. This phase includes the formulation of a reference set of governmental, citizen and legal reaction. This will be followed by the development of a plan for implementation of the reforms and the writing of a final report containing all our recommendations. We feel that these recommendations should be forthcoming in the Fall of this year. These recommendations may consist of By-Law changes, amendments to the Special Acts or even a recommendation for the election of a Charter Commission.

Since our last report, we have had numerous meetings dealing initially with identification of major problem areas, and later with the establishment of the reference governmental reform package. We have obtained guidance in these functions from citizens groups, state and local officials and the operations consultant, Peat, Marwick & Mitchell. We have recently been obtaining reactions to the reference reform package both directly and through the press.

We have conducted, and will continue to conduct, statistical studies on various aspects of Reading's political life. Finally, we have participated in the operations study conducted by the Finance Committee, by having one of our members on the steering committee that is monitoring the contractor's work.

Since our study began, the scope of our effort has become more and more clearly defined. We have chosen to take a rather broad view of our mission, not unlike that of a Charter Commission. As such, our methods lie mostly in obtaining general views and opinions from a broad segment of the community, including active and past government officials, and becoming as learned as possible in the organizational and political aspects of municipal government. We have been fortunate to have had the operations study conducted simultaneously with our study. The

consultant has spent many hours investigating the day-to-day operations of the various departments, and has compiled the results, pointing out strengths and weaknesses in the system. This freed us to consider what might be the optimum form of government to cope with the type of weaknesses discovered, rather than attempt to solve individual problems.

Major Problem Areas

Our last interim report contained certain preliminary observations that have since become clearly defined and better substantiated. Among these observations, three major problem areas have emerged. First is apathy on the part of the voting public and the Town Meeting body. We will not dwell on the adverse effects of such apathy on our present form of government, since we have already made our opinion clear in the last interim report. We will, however, share with you some of the evidence that further substantiates our initial observations.

Figure 1 is a thirty-year voting trend illustrating the voter turnout. It shows a rather random array of ups and downs, with the last seven years being consistently below the mean. The significance of this is clearly brought home when one compares this trend with Figure 2, which is a graph of the rate of contested Town Meeting seats to the total seats up for election. Except for the last eight years, in only one year (1956) is there a co-incidental dip in both curves. Over the past eight years (excluding this last election) both curves have taken a downward turn. This convinces us the recent downturn in these indicators is not within the randomness of these curves, but is true indication of growing apathy in the Reading political process.

Apathy in the Town Meeting body is strongly evidenced by the lack of communication between the Town Meeting members and the administrative branches of the government. Whether apathy is a result of this, or poor communications is a result of apathy, is a moot point. The fact is, relatively few Town Meeting members are informed on the issues upon which they are voting. Very few members attend administrative board or committee meetings, Finance Committee meetings, or in any other way attempt to participate in the legislative process, other than to attend Town Meetings. The record on this latter is rather good as Figure 3 shows. This is a graph of the Town Meeting attendance records, and shows, if anything, a slight upturn to a respectable percentage. There is a question as to how many of these members remain for the entire session. However, the statistics tend to encourage us in our position, expressed in the last interim report, "our hope and aim" is to preserve the Town Meeting system.

The second major problem area we have identified is the lack of central administrative authority and co-ordination among the various operational arms of the government. This is evidenced in part by certain administrative weaknesses, pointed out by the operations study consultant and other town officials and ex-officials. It is also clearly evidenced by the difficulty citizens experience in attempting to communicate with the government. It is not rare for citizens to be unable to locate a sole source of authority to handle a particular problem.

The third basic problem area is the lack of co-ordinated planning. This is traceable to the fragmented nature of the policy making arm of the government. We are living in a time in which planning, particularly regional planning, is increasingly dominating our lives. We feel it is to Reading's best advantage to establish its own solutions to problems being taken up by regional agencies, and to try to favorably influence these agencies during the formative stages of their planning. We presently tend to wait to react to such plans after they are formulated, with the result our position is developed in a crisis atmosphere and does not necessarily represent a co-ordinated, well-considered viewpoint of the entire executive branch of the government.

There is an observation the committee has made in addition to the three major problem areas that deserves emphasis. This is the high level of capability and dedication of Reading's administrative personnel. It is inadequacies of the governmental structure and laws that have resulted in the above mentioned administrative and planning weaknesses. Despite these faults, Reading's government has performed remarkably well. This is a tribute to its administrative personnel and the dedication of its elected officials. The changes we are proposing should in no way be taken as reflection on the performance of any individual. The aim is to give these individuals more effective tools.

Reference Governmental Reforms

We have chosen to take the approach of establishing, at this time, a reference governmental reform package as a point of departure for embodying specific recommendations by government officials and other individuals. The philosophy contained in this package attempts to answer to the three major problem areas previously described. It also attempts to embrace the basic democratic principles adhered to so strenuously in Massachusetts municipal government throughout history. The method of implementation of these reforms was not a strong consideration during their establishment. However, implementation will become a stronger concern as the reform package is modified and improved. We are proposing a Town Administrator form of government, as is evident from Figure 4. This is a step beyond our present executive

secretary but falls short of establishing a full administrative authority, typified by a Town Manager. The primary difference is in who has the appointment authority. We propose the Selectmen make the appointments of the department heads upon the recommendation of the Town Administrator. We propose one caveat to ensure the Town Administrator has sufficient responsibility for the actions of his departments. That is, the Selectmen may not make any appointments not recommended by the Town Administrator. This merely formalizes what is customary practice in a Town Administrator system.

The Town Administrator appoints his staff. This staff will be the chief agent of co-ordination the administrator will have. It can take on any form the Town Administrator desires, from full-time employees to contracted services of consultants.

A major feature of our proposal is the consolidation of the various operating arms into seven major departments. This is more than under the usual Town Manager or Administrator system for several reasons. We did not wish to provide second level administrators in areas between which there were not complex relations. We wanted each department to have an identity of its own with a clear logical mission. In addition to the seven departments, the Town Administrator has the Town Clerk reporting to him. The Town Clerk functions somewhat independently; his duties are largely statutory, and so should not be combined with any other department.

Much of the rationale behind this arrangement of major departments lies in the general laws. However, we will point out certain highlights of the structure. By combining the various human services into one department we are creating a strong voice within the administration for the various minority groups now represented and administered to by officers having little individual influence. Establishing this department will create a vehicle for administrating many of the types of programs that may be funded through Federal Special Revenue Sharing.

We are recommending a consolidated financial services department to more effectively and more economically establish proper fiscal controls over our financial operations. This department is similar to the controller's office in industry, and is externally checked by a Selectmen appointed auditor. Legislative checks on this body already exist in Article III of the Town By-Laws, which also provide for a citizen's check.

A full time inspection department is recommended to comply with new state laws. We are proposing to consolidate measurements with this department to take advantage of the existing administrative structure.

We are also recommending a department of parks be created to coordinate the servicing of the various public lands. This operation will be closely co-ordinated with the public works department by a single administrator.

We propose not to create a department of public safety, but to keep the police and fire department separate. This is because Reading is small enough that the co-ordination required between the two departments can be supplied by the Town Administrator. We have included the function of enforcing the dog licensing and leash laws in the police department, and the civil defense function in the fire department.

Finally, the library operates much as it does today as the seventh department. The one exception in the appointment procedure here is the Library Trustees must approve the qualifications of the library director before the selectmen can make the appointment.

This much of our reform package is designed to answer to the problems of administrative weaknesses and deficiency in responsiveness to the citizens. It will also aid in developing policy planning.

Another major feature of the proposed structure is elimination from the ballot of many of the elected boards and offices. This is proposed for three major reasons:

First, we must face up to the existence of apathy. If it cannot be dispelled, and we can hope for only slight progress in this area, then we must fashion our government to function despite it.

Second, the sort of policy planning required today can only be accomplished by centralizing the elected executive branch of the government.

Third, in order for the Town Administrator to function, he must not be beholden to a multiple executive authority.

It is plain to see that our recommendations result in a government which has not shrunk, but has only become more centralized. The traditional controls on the administrative organization are supplied through mandatory appointments by the Selectmen. Other advisory boards and committees may be appointed by the Selectmen to provide ample participation by the townspeople in the policy planning and decision making process. One must not be misled by the formal structure into envisioning complex lines of communication between departments and cognizant boards. Natural lines of communication will develop probably in much the same way they exist now, while the formal lines will be utilized in cases of dispute or needed co-ordination.

The role of the boards in the "must appoint" category is to formulate policy for the administrative organization over which they have cognizance and to advise the Selectmen on any co-ordination policy involving these organizations. The role of the "may appoints" committees is for the most part advisory to the Selectmen.

With this greatly increased scope of authority and responsibility, we feel that the number of Selectmen should be increased to five. This will provide safeguards and additional members to help carry the added load. It is important to note that the type of load the Selectmen will carry will be somewhat different than it is today. Many of the day-to-day activities will now be handled by the Town Administrator (eg. responding to individual citizens needs). They will thus be free to formulate and co-ordinate policy for all of the government for which they are responsible.

Those executive functions not under the direct control of the Selectmen are the Housing Authority, Regional School Representative, School Committee and the Municipal Light Board. The first three must be elected by State law. As for the M.L.B., we feel that since it services towns in addition to Reading and owns facilities outside of Reading, it should continue to enjoy its present independent position. The Town Administrator structure we propose does not rule out consolidation of some of the activities of these other functions with those of the rest of the town. In fact, this structure is highly suited to incorporating such activities as building maintenance, purchasing, etc., should it be desirable in the future.

The next major feature of our reform package is the restructuring of the Town Meeting as a true legislative body. We feel this is important because in formalizing the government it becomes necessary to provide the traditional democratic safeguards, namely, checks and balances and separation of powers. This means that the Town Meeting must be divorced from the executive branch, must properly exercise its power of the purse, must legislate in a knowledgeable manner, must debate the executive branch's policies and must provide its share of the political activity. We are proposing to accomplish this through a series of By-Law and Enabling Act changes, the effect of which is summarized as follows:

* Precinct meetings must be held at least once a year for the purpose of electing officers.

* The precinct chairman will comprise an appointment committee, chaired by the moderator, that will appoint the Finance Committee and two standing advisory committees. The appointment committee will approve expenditures requested by the three advisory committees to conduct investigations.

* The Finance Committee will contain at least one Town Meeting member from each precinct.

* A Planning and Development Committee made up of Town Meeting members will advise Town Meeting on all Warrant articles relating to zoning, subdivision, land acquisition or other land use in much the same manner that the Finance Committee advises on fiscal matters, and will have investigatory powers.

* Similarly, a By-Law Committee will advise Town Meeting on all warrant articles proposing to change the By-Laws.

* The Three advisory committees must submit written reports to the Moderator on all investigations they conduct.

* The Finance Committee will receive five-year capital plans arranged in priority order from the Selectmen, the School Committee, Housing Authority and Municipal Light Board, mesh them in an overall priority order, and present the package to the Town Meeting as the capital budget plan. Once Town Meeting adopts the plan, no capital appropriations can be made unless they conform to the plan or the plan is amended.

* There will be two regularly scheduled Town Meetings, one in early May, and the other in late November. The Budget will be considered at the May meeting.

* The Moderator will be elected by the Town Meeting membership.

* There will be no ex-officio members of Town Meeting.

* Government officials who are not Town Meeting members will be permitted to make motions representing the majority position of their board on articles placed in the warrant by their boards.

* The debate restriction that limits a Town Meeting member from speaking a second time on an article will be abolished.

* The Selectmen will deliver an annual "State-of-the-Town" address to the Town Meeting.

Most of these reforms are accepted principles in other legislative bodies throughout the nation. The mandatory precinct meetings, with their chief function of electing their chairmen, who will have appointment powers, will encourage attendance by the Town Meeting members at Town Meetings. They will thus become an excellent

forum for the town officials and others to inform the members in matters relating to the articles in the warrant before the actual convening of Town Meeting, and will provide opportunity for caucuses.

The Finance Committee will become an arm of the Town Meeting, from which it presently derives its power, and will be joined by two other standing committees. Thus, all aspects of government will be open to scrutiny throughout the year, and the Town Meeting members will have well informed opinions to guide them in their actions.

There will be no ex-officio members of Town Meeting, thus offering all precincts equal representation, and fully separating the legislative and executive branches. Provisions are made so that no board can be blocked from presenting motions on their articles in the event that none are elected Town Meeting members.

Meaningful debate will be stimulated by eliminating the debate limiting rule, by presenting the capital budget plan to the membership for debate and ratification, and by having the Selectmen spell out their policies and the current state-of-the-town with respect to these policies.

Two regularly scheduled meetings will reduce the number of articles detracting from the budget at the annual meeting, and will allow adequate planning for both administrative personnel and Town Meeting members. The members will elect their own Moderator as is common in most legislative bodies.

Part of our reference governmental reform package contains a revised time table for the operation of town government. The table, which follows, has been arranged to take advantage of the new fiscal year alignment. It should allow administrators, government officials and the Selectmen sufficient time to prepare their budgets, generate articles for the warrants and organize their boards. At the same time it attempts to provide sufficient time for Town Meeting members to become sufficiently versed in the issues to debate and vote intelligently at Town Meetings.

TOWN GOVERNMENT TIME TABLE

February 15	Budgets in to Fin. Com.
Third Monday in March	Warrant articles in to Selectmen
Second Monday preceeding first Monday in May (mid April)	Town elections
Second Wednesday preceeding first Monday in May	Notice of Annual Town Meeting
11-20 days before first Monday in May	Notice of Precinct Meetings
1-10 days before first Monday in May	Precinct Meetings
Last Monday in April	Recommendations from the Fin. Com. and By-Laws Com.
First Monday in May	Annual Town Meeting
July 1	Fin. Com. P.&D. Com., By-Law Com. terms expire
July 10	Fin. Com., P.&D. Co., By-Laws Com. meetings to elect officers
Third Monday in September	Subsequent warrant articles in to Selectmen
Last Monday in October	Notice of subsequent Town Meeting
First Monday in November	Recommendations from Fin. Com., P.&D. Com. and By-Law Com.
Second Monday in November	Subsequent Town Meeting

For Special Town Meetings and Precinct Meetings:

7 days before Town Meeting	Notice
4 days before Town Meeting	Recommendations by Fin. Com., P.&D. Com. and By-Laws Com.
5 days before Precinct Meeting	Notice

It is apparent, on studying the government structure diagram, the administrative reforms we are proposing require an investment on the part of the taxpayer. We feel it is essential that the Town Administrator's salary be made adequate so the best and most experienced talent will be attracted to the job. The second level administrative positions in most cases already exist, or can be drawn from existing positions within the department, with appropriate salary increases to compensate for the additional administrative duties. It is to be expected that the administrative staff will also entail some additional expense in the area of salaries and or consultant fees.

We expect to better define these additional costs as our study progresses. We also hope to identify areas in which off-setting savings will accrue. Consolidation in the financial services and public lands areas might provide opportunities for cost savings. Further cost savings will be realized from the more extensive use of federal, state and regional funds that the new structure will allow. Considerable money of this sort has already been lost by Reading because of its lack of knowledgeable central administration. Some relief from this problem should be forthcoming from Reading's recent establishment of a full-time executive secretary position. We cannot promise the tax rate will become lower under the reformed government. However, we feel a more effective use of taxes and other moneys acquired by the town will be made. The primary benefits that will accrue to the town from the proposed structure, whether or not there is a net cost saving will be:

1. an administration more accessible to the people with clearly defined lines of authority and responsibility.
2. more control over the town's future destiny in the metropolitan region.
3. better control over the town's finances, lands and other resources.
4. better services.
5. a more professional approach to management of the town's personnel.

REMARKS

The Selectmen are proposing under Article 2 of this warrant that the town's voting precincts be realigned and increased in number to eight. The Committee wholeheartedly supports this proposal. It is in fact, most desirable in relation to our proposed reform package, since the number of members of several committees depends on the number of precincts. Our studies also indicate Town Meeting will function as a better representative body with more precincts, in which there are fewer, therefore more visible representatives. We support the principle, the voting precincts be

aligned to reflect the demographic makeup of the town. Precincts will then acquire the flavor of neighborhood betterment committees. They will act as more cohesive bodies to articulate their special interests at Town Meeting.

Our Committee acknowledges the invaluable services provided by Misses Linda Hamel and Ann Barrett in compiling and analyzing the political trend statistics. These two Reading High School students have spent many hours in the Town Clerk's office, the library, The Reading Chronicle office and at our meetings. They should be commended for the quality and persistence of their effort.

The Committee would also like to acknowledge the co-operation of Mrs. Joyce Miller and the Library Trustees as well as Mrs. Nancy Anderson and the Conservation Commission in providing warm space for our meetings during the fuel crisis.

We would again like to render our appreciation to the Reading Chronicle and its editor Bruce Morang for making space available to us to express our views and to obtain citizen response.

As a final word, we would like to reiterate that the reforms we have proposed are merely a starting point. A proper, ultimate formulation of the reform package can best be arrived at through response to our ideas as expressed here. All of our meetings are open. All of our members are available for personal contact. We hope response will come during the early stages of our remaining study period.

George A. Theophanis, Chairman
Corliss T. VanHorn
Sandra E. Gray
Theo M. Johnson
Donald R. Walker
Jack G. Cairl
Town Government Study Committee

FIGURE 1 VOTING TREND IN READING

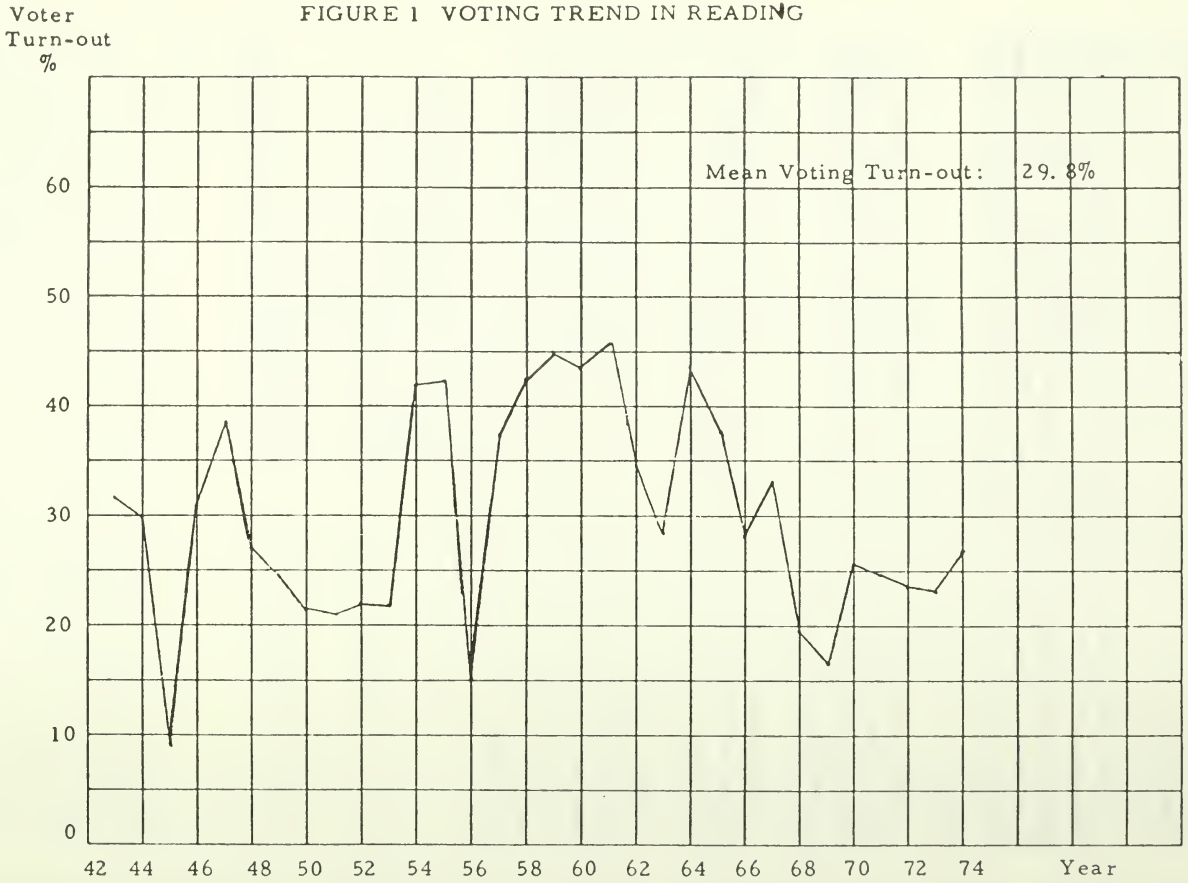


FIGURE 2 RATIO OF CONTESTED SEATS TO TOTAL SEATS IN READING'S TOWN MEETING ELECTIONS

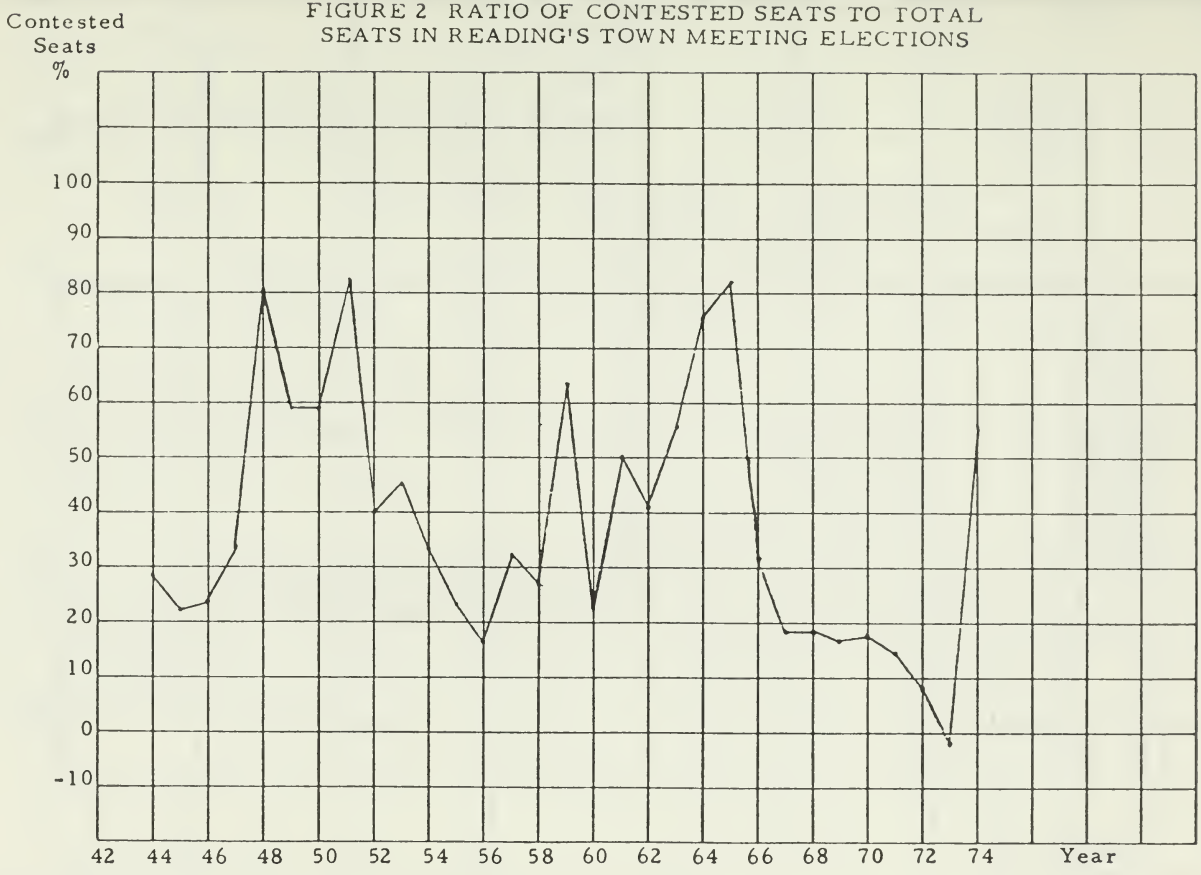


FIGURE 3 AVERAGE ANNUAL TOWN MEETING ATTENDANCE RECORD

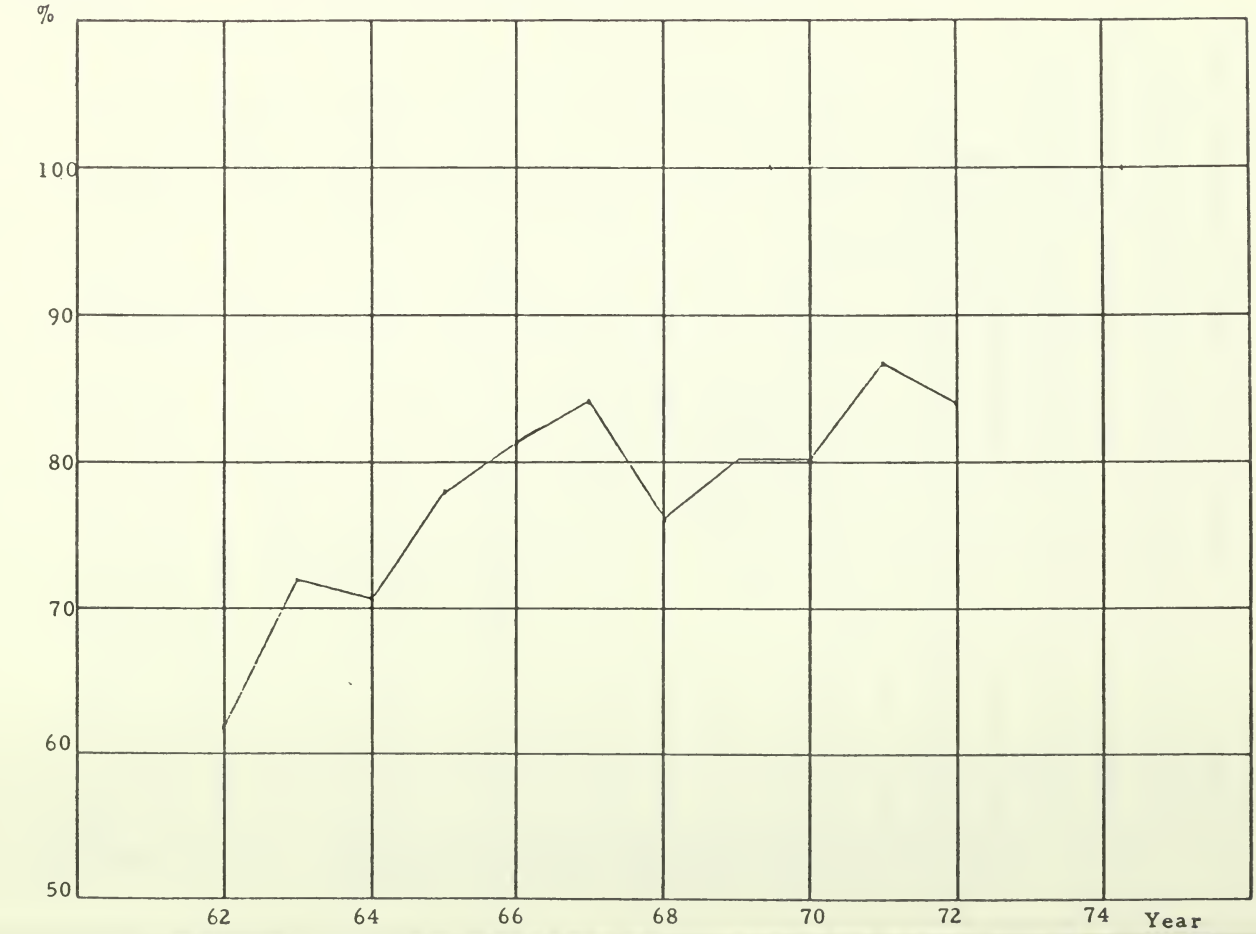
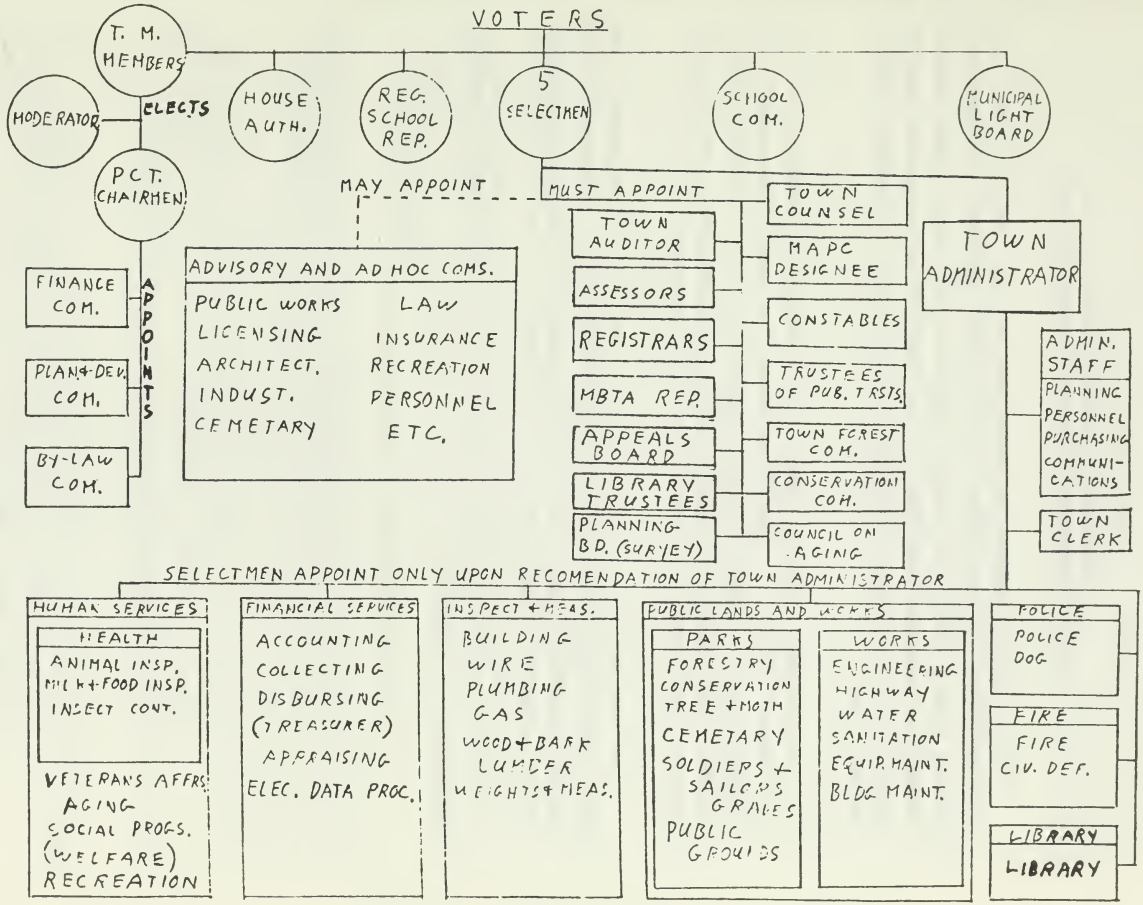


FIGURE 4 PROPOSED GOVERNMENT STRUCTURE



ARTICLE 2. The following report was read by Joyce K. Miller, Chairman of the Reading Bicentennial Commission, which was accepted as a report of progress:

REPORT OF PROGRESS — READING BICENTENNIAL COMMISSION

The Reading Bicentennial Commission was authorized under Article 30 of the Town Meeting, March 1972. The first members were appointed in early spring 1973, with Joyce K. Miller as chairman pro-tem. Several preliminary meetings were held, and on June 21 the Commission formally organized, electing Joyce K. Miller as Chairman and Eleanor C. Bishop as Secretary.

Recognizing the importance of community participation and coordinated activities, the Commission requested interested local organizations to appoint liason representatives for Bicentennial activities. Over twenty-five groups have appointed such representatives, and two "open meetings" have been well attended.

We have applied to the American Revolution Bicentennial Commission for designation as a Bicentennial Community, and have endorsed their themes of Heritage, Festival, and Horizon and adopted their slogan of "A Heritage to preserve; a future to mold".

Many projects have been considered and the following officially endorsed at this time:

1. Complete the necessary basic repairs to the Parker Tavern.

2. Establish a local Heritage Trail by identifying and marking local historic sites and houses of the Revolutionary period. A small brochure will be made available to the public.

3. Sponsor a new edition of Reading's Colonial Rooftrees. Mrs. Eleanor C. Bishop has agreed to update the original 1944 edition. Arrangements are incomplete but it is planned to have it available to the public in an inexpensive format.

4. A Festival or focal point with public participation on the weekend of May 29, 1976. Activities will depend very largely on efforts of local groups. Numerous organizations have indicated their interest in conducting or assisting with functions for that occasion. Suggestions and commitments are welcome.

Numerous other projects are being considered. We are pleased that the League of Women Voters has agreed to prepare a revised edition of The Story of Reading Government written by Victor E. Pitkin, 1940. Few copies of the original remain and an up-to-date edition would be most useful. The Library, with the cooperation of the Reading Chronicle, is undertaking to assemble and frame copies of all known maps of Reading. It is hoped other organizations and institutions will develop suitable projects.

Federal funds in a limited quantity are being distributed through the State Bicentennial Commission to local communities on a matching basis. Last year the Reading Antiquarian Society raised over $6,000.00 for repairs to the Parker Tavern. The Commission's recent public request for donations has brought in $1,085.00 Accordingly we have applied to the state for $6,000.00 for repairs to the Tavern and $750.00 as one-half the cost of establishing a Heritage Trail. I had hoped to know by March 1, whether these funds would be available, but awards will not be announced until April 1. At the appropriate time we will move Indefinite Postponement of Article 25, for it is impossible to determine at this time how much - if any - funds we will need. We may return at a later meeting to ask for your support.

This report has not included any reference to a permanent memorial or project under the heading of "Horizon" or "A Future to Mold". The Commission has not yet adopted a project along these lines, but is encouraging other Departments, Committees, and organizations to explore the possibility of developing parks, picnic areas, hike trails or similar facilities. It is a good time to consider the heritage we are leaving for future generations.

The Commission is deeply grateful for the interest and generous contributions of Reading citizens. How many projects are successfully completed will depend largely upon efforts of small groups — not upon a "Package" handled by a Commission. The response to date makes us confident that Reading can produce a program fulfilling the requirement of a "A Heritage to preserve; a future to mold".

On motion of Edward P. Cameron it was voted to lay Article 2 on the table.

On motion of Edward P. Cameron it was voted to take Article 4 from the table.

ARTICLE 4. On motion of Robert S. Cummings it was voted that the sum of Three Hundred Sixty Thousand Dollars ($360,000.00) be transferred from Federal Revenue Sharing Fund (P.L. 92-512) and that

the sum of Two Hundred Twenty-Nine Thousand One Hundred Fifty-Eight Dollars ($229,158.00) be raised from the tax levy and that said sums totalling Five Hundred Eighty-Nine Thousand One Hundred Fifty-Eight Dollars ($589,158.00) be appropriated for Police Department Salaries, and the Town Accountant be and he hereby is authorized, empowered and instructed to make such transfer to carry out the purpose of this vote.

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of Three Hundred Sixty Thousand Dollars ($360,000.00) be transferred from Federal Revenue Sharing Fund (P.L. 92-512) and that the sum of Three Hundred Forty Thousand Fifty-Four Dollars ($340,054.00) be raised from the tax levy and that said sums totalling Seven Hundred Thousand Fifty-Four Dollars ($700,054.00) be appropriated for Fire Department Salaries and the Town Accountant be and he hereby is authorized, empowered and instructed to make such transfer to carry out the purpose of this vote.

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of One Hundred One Thousand Five Hundred Twenty-Eight Dollars ($101,528.00) be raised from tax levy and appropriated for Health and Sanitation as follows, each item being considered a separate appropriation:

Board of Health Salaries	$7,594.00
Board of Health Expense	1,550.00
Health Agent Salary	13,900.00
Plumbing Inspector Salary & Expense	1,600.00
Animal Inspector Salary & Expense	550.00
Gas Inspector Salary & Expense	600.00
Care of Contagious Diseases	7,500.00
Fluoridation	3,700.00
Mosquito Control	7,300.00
Child Welfare	2,270.00
Mental Health	28,964.00
735 Program	26,000.00
	$101,528.00

ARTICLE 4. On motion of Robert S. Cummings it was voted that the sum of One Hundred One Thousand Three Hundred Eighty-Nine Dollars ($101,389.00) be raised from the tax levy and appropriated for Veterans' Benefits as follows, each item being considered a separate appropriation:

Administrative Salaries	14,889.00
Administrative Expense	1,500.00
Veterans' Aid	85,000.00
	$101,389.00

On motion of Carl H. Amon, Jr., it was voted that this meeting stand adjourned until Saturday, March 16, 1974, at 9:00 A.M., to meet in Memorial High School Auditorium.

Meeting adjourned at 11:00 P.M.

179 Town Meeting Members were present.

A true copy. Attest:

LAWRENCE DREW
Town Clerk

Adjourned Annual Town Meeting
March 16, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 9:00 A.M.

The invocation was given by Rev. Paul E. Barnes of the First Congregational Church.

ARTICLE 4. On motion of Frank A. Smith, Jr., as amended by Richard J. Ogden, it was voted that the sum of Six Million Three Hundred Eighty-Three Thousand Five Hundred Fifty-Eight Dollars ($6,383,558.00) be raised from the tax levy and appropriated for the School Department, and that the expenditure of Fifty-Nine Thousand Seven Hundred Thirty-Six Dollars ($59,736.00) received or to be received under Public Law #874, and that the sum of Sixty-One Thousand Six Hundred Eighty-Four Dollars ($61,684.00), received or to be received from Chapter 506 METCO Funds, so-called, and that said sums totalling Six Million Five Hundred and Four Thousand Nine Hundred Seventy-Eight Dollars ($6,504,978.00) be authorized and appropriated as follows:

General Salaries		$5,349,885.00	
Less: Chapter 506 Fund		26,900.00	$5,322,985.00
Maintenance (including travel out of State not to exceed $3,475.00)		1,078,314.00	
Less:			
Public Law #874	$59,736.00		
Chapter 506 Fund	34,784.00	94,520.00	983,794.00
Cafeterias			44,929.00
Athletics			21,000.00
Adult Education			10,850.00
			$6,383,558.00

ARTICLE 4. On motion of Nancy E. Elgart it was voted that the sum of Two Hundred Twenty-Nine and 51/100 Dollars ($229.51) be transferred from the New Elementary School Construction appropriations account and be appropriated for retirement of the Principal Debt of the New Elementary School (Killam) and that the sum of Nine Hundred Sixty-Three Thousand Seven Hundred Sixty-Eight and 49/100 Dollars ($963,768.49) be raised from the tax levy and appropriated as follows:

School Maturing Debt	$575,000.00
School Maturing Interest	388,998.00
	$963,998.00

ARTICLE 4. On motion of John B. Pacino it was voted that the sum of Two Hundred Twenty-Seven Thousand Eight Hundred Eighty-One Dollars ($227,881.00) be raised from the tax levy and appropriated for the Town's share of the costs of Operation and Maintenance of the Northeast Metropolitan Regional Vocational School.

ARTICLE 4. On motion of William H. Diamond it was voted that the sum of One Hundred Ninety-One Thousand Seven Hundred Sixty-Three and 96/100 Dollars ($191,763.96) be raised from the tax levy and that the sum of Eight Thousand Four Hundred Fifty-Two and 13/100 Dollars ($8,452.13) be transferred from the State Aid for Libraries Reserved, and that the sum of Seven Thousand Four Hundred Thirty and 91/100 Dollars ($7,430.91) be transferred from the County Dog License Account, and that the Town Accountant be, and he hereby is, authorized, empowered and instructed to make such transfers to carry out the purpose of this vote, and that said sums totalling Two Hundred Seven Thousand Six Hundred Forty-Seven Dollars ($207,647.00) be

appropriated for library purposes (including travel outside the State not to exceed $300.00) as follows:

Salaries	$130,247.00
Maintenance	77,400.00
	$207,647.00

ARTICLE 4. On motion of Lawrence R. Blood it was voted that the sum of One Million Ninety-One Thousand Seven Hundred Ninety Dollars ($1,091,790.00) be raised from the tax levy and appropriated for the Board of Public Works as follows, each item being considered as a separate appropriation:

Salaries for the Public Works Dept.	$648,740.00
Expenses for the Public Works Dept. including travel outside the state not to exceed Two Hundred Dollars ($200.00)	293,050.00
Salaries and Expenses for removal of snow and ice	150,000.00
	$1,091,790.00

ARTICLE 4. On motion of Lawrence R. Blood it was voted that the sum of Sixty-Seven Thousand Two Hundred and Two Dollars ($67,202.00) be transferred from Water Surplus and that the sum of Four Hundred Ninety-Seven Thousand Four Hundred Seventy-Eight Dollars ($497,478.00) be raised from the tax levy and that such sums aggregating Five Hundred Sixty-Four Thousand Six Hundred and Eighty Dollars ($564,680.00) be appropriated for the Board of Public Works as follows, each item being considered as a separate appropriation:

Salaries for Construction, Maintenance and Operation of Water Works	$165,450.00
Expenses for Construction, Maintenance and Operation of Water Works, including travel outside the state, not to exceed Two Hundred Dollars ($200.00)	262,000.00
Expenses for the payment of Water Bonds and Interest	137,230.00
	$564,680.00

ARTICLE 4. On motion of Lawrence R. Blood it was voted that the sum of Four Hundred Ninety-Nine Thousand One Hundred Twenty-Nine

Dollars ($499,129.00) be raised from the tax levy and appropriated for sewer and incinerator maturing debt and interest as follows, each item being considered as a separate appropriation:

Maturing Debt — Sewer	$230,000.00
Interest — Sewer	122,879.00
Maturing Debt — Incinerator	75,000.00
Interest — Incinerator	71,250.00
	$499,129.00

ARTICLE 4. On motion of Russell H. Stone, Jr., it was voted that the sum of Fifty-One Thousand Seven Hundred Fifty-Eight Dollars ($51,758.00) be raised from the tax levy and appropriated for the Recreation Committee, each item being considered as a separate appropriation:

Salaries	$33,758.00
Expense	18,000.00
	$51,758.00

ARTICLE 4. On motion of Edouard N. Dube it was voted that the sum of Two Thousand Three Hundred Dollars ($2,300.00) be transferred from Cemetery Reserve and the sum of Thirty-Four Thousand Six Hundred Dollars ($34,600.00) be transferred from the Cemetery Bequest Fund and that the Town Accountant be, and he hereby is authorized, empowered and instructed to make such transfers to carry out the purpose of this vote, and that the sum of Thirty-Five Thousand Two Hundred Eighty Dollars ($35,280.00) be raised from the tax levy and that such sums totalling Seventy-Two Thousand One Hundred Eighty Dollars ($72,180.00) be appropriated for the Cemetery Department, including care and development of Laurel Hill Cemetery and Forest Glen Cemetery as follows, each item being considered as a separate appropriation:

Salaries	$61,800.00
Maintenance	8,780.00
Care of Veterans Graves, Section 9 of Chapter 115 of General Laws	1,600.00
	$72,180.00

ARTICLE 4. On motion of William H. Parker, III, it was voted that there be included in the tax levy for electricity used for street lights, the

sum of Seventy-Three Thousand, Four Hundred Dollars ($73,400.00) and that said sum and the income from sales of electricity to private consumers and for electricity supplied to municipal buildings and for municipal power, and from sales of appliances and jobbing during the current fiscal year be appropriated for the Municipal Light Plant and that the sum of Twelve Thousand Dollars ($12,000.00) be appropriated from the said receipts of the Department for the sale, installation and service of merchandise, equipment, utensils and chattels, as provided in Section 34 of Chapter 164 of the General Laws, said appropriation to be expended by the Manager of the Municipal Lighting Plant under the direction and control of the Municipal Light Board for the expense of the plant, including payment of Bonds and Notes, the sale, installation and servicing of merchandise, equipment, utensils and chattels as defined in Chapter 164, Section 57 of the General Laws, or any amendments thereof or additions thereto and that if said sum of Seventy-Three Thousand Four Hundred Dollars ($73,400.00) and said income shall exceed said expense for said fiscal year, such excess up to the amount of 50% of the net profit from operations as of December 31, of the preceding year as defined in Chapter 164 of the General Laws, such amount shall be paid, 50% in June and 50% in December of the current year, into the Town Treasury and the balance, if any, shall be transferred to the Construction Fund of said Plant and appropriated and used for such additions thereto as may thereafter be authorized by the Municipal Light Department.

ARTICLE 4. On motion of Robert S. Cummings it was voted that the sum of One Hundred Sixty-One Thousand Dollars ($161,000.00) be raised from the tax levy and be appropriated for all insurance except Group Insurance for Town employees.

ARTICLE 4. On motion of Robert S. Cummings it was voted that the sum of One Hundred Forty Thousand Eight Hundred Seventy-Three Dollars ($140,873.00) be raised from the tax levy, and that the sum of Eighteen Thousand Five Hundred Seventeen Dollars ($18,517.00) be transferred from the Municipal Light Operating and Maintenance Account, and that the sum of Fifteen Thousand Nine Hundred Thirty-Four Dollars ($15,934.00) be transferred from the Group Insurance Dividend Account, and that said sums totalling One Hundred Seventy-Five Thousand Three Hundred Twenty-Four Dollars ($175,324.00) be appropriated for group life insurance, group accidental death and dismemberment insurance for Town employees, in accordance with the provisions of Chapter 32B of the General Laws, and that said sum be expended by and under the direction of the Board of Selectmen, and that the Town Accountant be, and he hereby is authorized, empowered and instructed to transfer said sum to carry out the purpose of this vote.

ARTICLE 4. On motion of Robert S. Cummings it was voted that the sum of Twenty-Five Thousand Dollars ($25,000.00) be raised from the Tax levy and appropriated for interest for borrowing in anticipation of revenue and for borrowing in anticipation of reimbursement for construction of repair of highways.

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of Three Hundred Fifteen Thousand One Hundred and Six Dollars ($315,106.00) be raised from the tax levy, and that the sum of Fifty-Eight Thousand Two Hundred Fifty-Six Dollars ($58,256.00) be transferred from the Municipal Light Department Operating and Maintenance Account, and that the Town Accountant be, and he hereby is authorized, empowered and instructed to make such transfer to carry out the purpose of this vote, and that said sums totalling Three Hundred Seventy-Three Thousand Three Hundred Sixty-Two Dollars ($373,362.00) be appropriated for the Contributory Retirement System, to be divided as follows:

Pension Fund	$361,862.00
Expense Fund	11,500.00
	$373,362.00

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of Seventy-Four Thousand Seven Hundred and One Dollars ($74,701.00) be raised from the tax levy and appropriated for pensions other than contributory and creditable service of retirees due other Towns.

ARTICLE 4. On motion of Edward P. Cameron it was voted that the sum of Three Thousand Five Hundred Dollars ($3,500.00) be raised from the tax levy and appropriated for Memorial Day Observance, to be expended under the direction of Post 62 American Legion and Post 685 Veterans of Foreign Wars.

ARTICLE 4. On motion of James J. Sullivan, Jr., it was voted that the sum of Two Hundred Fifty Dollars ($250.00) be raised from the tax levy and appropriated for the care and lighting of Old South Clock.

ARTICLE 4. On motion of James J. Sullivan, Jr., it was voted that the sum of Five Thousand Dollars ($5,000.00) be raised from the tax levy and appropriated for printing the Town Report.

On motion of Edward P. Cameron it was voted that Article 4 be laid on the table.

On motion of William E. Clark it was voted to take Article 2 from the table.

ARTICLE 2. The following report was read by William E. Clark, Chairman of the Planning Board, which was accepted as a report of progress:

PLANNING BOARD REPORT RELATIVE TO ARTICLE 58

Pursuant to Chapter 40A, Section 6, of the General Laws, a public hearing was held at the Community Center on March 5, 1974, at 7:30 P.M., regarding changes in the Zoning By-Laws, which would revise the boundary of the flood plain bordering the Ipswich River and create a new district to be known as Revay Brook.

The hearing was well attended and all who chose to speak expressed strong endorsement of both proposed changes.

The Planning Board is in favor of protecting the flood plains and feels that the studies the Conservation Commission has been engaged in, prior to proposing these changes, are a sound basis for designating the districts in question.

Many in attendance at the hearing expressed an interest in designating the Revay Brook area as flood plain for reasons other than protecting flood plains. The Board wishes to make clear it feels any land set aside in a flood plain district must only be set aside when conditions described in the Zoning By-Laws relative to flood plains are present.

It is because the Planning Board believes the lands in question do qualify as flood plain areas that we recommend a revision in the Town Zoning By-Laws as detailed in Article 58.

William E. Clark, Chairman
Curt E. Nitzche
Melvin E. Jones
John P. Collins
Robert B. Stone
Planning Board

On motion of William E. Clark it was voted that Article 2 be laid on the table.

On motion of Nancy Wilson Anderson it was voted to take up Article 58.

ARTICLE 58. On motion of Nancy Wilson Anderson it was voted that the Town amend the Zoning By-Laws and Map in Part VI: Special Districts, Section XXV, Flood Plain Districts, as follows:

1. In paragraph 2a. Ipswich River, delete the following words:

   "forest land already in Town ownership, known as the Town Forest"

   and substitute the following new words:

   "the Wilmington-Reading Town Line."

2. Add the following new paragraph:

   "2e. Revay Brook

   "All that land along or sloping toward the Revay Brook that is at or below an elevation of 80.0 feet above mean sea level in the area bounded by Grove Street, Lowell Street and the Wilmington-Reading Town Line."

154 voted in the affirmative
3 voted in the negative
(⅔ vote required)

On motion of Edward P. Cameron it was voted that this meeting stand adjourned until Monday, March 18, 1974, at 8:00 P.M., to meet in Memorial High School Auditorium.

Meeting adjourned at 4:30 P.M.

173 Town Meeting Members present in A.M.
170 Town Meeting Members present in P.M.

A true copy. Attest:

LAWRENCE DREW
Town Clerk

Adjourned Annual Town Meeting
March 18, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 8:00 P.M.

The invocation was given by Rev. J. Kevin McAndrews of St. Athanasius Church.

ARTICLE 5. On motion of Edward P. Cameron it was voted that the Town will vote to authorize the Selectmen to sell or exchange or otherwise dispose of, upon such terms and conditions as they may determine, the 1968 Ford sedan in the Fire Department, and Town will raise from the tax levy and appropriate the sum of Three Thousand Four Hundred Fifty Dollars ($3,450.00) for the purpose of purchasing a new car for the Fire Department.

ARTICLE 6. On motion of Edward P. Cameron it was voted that the Town authorize the Selectmen to sell or exchange or otherwise dispose of, upon such terms and conditions as they may determine, the 1962 Dodge Fire Alarm truck now in the Fire Alarm Department, and that the Town raise from the tax levy, and appropriate the sum of Fifteen Thousand Dollars ($15,000.00) for the purpose of purchasing a new Fire Alarm maintenance truck for the Fire Alarm Department.

On motion of William E. Clark it was voted to take Article 2 from the table.

ARTICLE 2. The following report was read by William E. Clark, Chairman of the Planning Board, which was accepted as a report of progress:

The Planning Board received no request to consider rezoning of the Depot, so called, located between Lincoln and High Streets.

The Planning Board can make no recommendation on the subject of Article 7.

ARTICLE 2. The following report was read by William H. Parker, III, for the Municipal Light Board, which was accepted as a report of progress:

REPORT OF PROGRESS TO TOWN MEETING

ARTICLE 60 — Chapter 164A

BACKGROUND

For over twenty-five years municipal electric systems in Massachusetts have pressed for statutory authority to join together to finance efficient generating facilities in order to produce the most reasonable power costs. The 1973 session of the Massachusetts General Court passed, and the Governor signed, a measure that amended the General Laws by the insertion of Chapter 164A. Locally owned and controlled municipal electric systems now have available the means to obtain the most favorable cost of electricity.

To enjoy the benefits of this new statute, however, each municipality must accept its provisions.

BENEFITS TO READING

The new utility law gives municipal electric systems the tools necessary to take advantage of broader based financing. It also gives them the authority to engage in regional power supply planning and development and therefore, make available to the community new sources of electricity.

Chapter 164A provides the necessary authority for both the private utilities and municipal electric systems to participate in the New England Power Pool (NEPool). Private utilities now operate under this authority. Reading Town Meeting must approve Chapter 164A in order to allow the Reading Municipal Light Department to participate.

NEPool is the regional planning and electric utility operation group through which both private and consumer-owned systems implement joint planning of electric facilities. These cooperative efforts make it possible for utilities to build larger, more efficient generating units which are required by consumer demands for electricity.

The new statute provides, for the first time in Massachusetts history, the opportunity for our municipal electric utility to finance future supplies of electricity through revenue bonds. These bonds will be long term. They will be secured by revenues from the facilities financed. They will in no way affect the tax base of the community. Revenue bonds will produce lower cost electricity for distribution through our electric system than would be available from any alternative source. Financing of this kind is the most effective way our municipal electric utility can fight inflation.

OUR COMMUNITY SHOULD ADOPT CHAPTER 164A SOON

1. To take advantage of the right to join NEPool and have a voice in planning the region's future electric supply.

2. To have the option to purchase by the use of its own lower financing costs a part owner-ship interest in large NEPool generating units being built by private utilities.

3. To cooperate with other consumer-owned electric systems to finance and construct their own NEPool generating facilities.

4. There will be no interest payments to stockholders.

We ask indefinite postponement of Article 60 at this time as we are studying the economic advantages of participating in the construction of various generating plants now being planned by investor owned utilities throughout New England.

We would expect to come back to this body soon with a request for your approval of this Article together with requests for revenue bonding authority for participation in municipal and investor owned generating facilities if it is felt to be in the best interest of the Town of Reading.

ARTICLE 2. The following report was read by William H. Parker, III, for the Municipal Light Board, which was accepted as a report of progress:

REPORT OF PROGRESS TO TOWN MEETING

ARTICLE 61

The last Special Town Meeting turned down our Department's request to take by eminent domain, a parcel of property described in this Article. The Light Board understood in the failure of this approval to take by eminent domain, that further negotiations should be had with the property owner in an attempt to reach a mutually agreed upon sales price for the property.

Negotiations are underway at the present time between the Department and the property owner's attorneys. We have received a firm offer to sell the property; no agreement has been reached as it is felt that the owner's price is far in excess of the reasonable value of the property and that precedents may be established that will necessitate higher floors for other property the Town may wish to purchase in the future.

The energy crisis and resulting curtailment in energy use by the customers of the Light Department late in 1973 and continuing at present has caused a re-evaluation of the Department's schedule for the proposed purchase power substation at this site. It appears now that the subject initially comtemplated for operation in mid-1976, can now be delayed at least one year. Construction should begin by mid or late 1976 instead of late this year. If energy supplies and prices relax of course, this schedule could again be accelerated.

On motion of Edward P. Cameron it was voted to lay Article 2 on the table.

ARTICLE 7. To see if the Town will amend the Zoning By-Laws and Zoning Map so as to change the zoning of the Depot, so called, located between Lincoln and High Streets from Residence to Business District, or take any other action with respect thereto.

On motion of Edward P. Cameron it was voted that this Article be indefinitely postponed.

ARTICLE 8. To see if the Town will amend the By-Laws, Article 1, Section 7, by striking out said section and inserting in place thereof the following new section:

Section 7. All articles for the Annual Town Meeting shall be submitted to the Board of Selectmen not later than the date and time set for the purpose by the Board during January of the year for the Annual Town Meeting in which action therein is to be taken and for good cause the Board of Selectmen may reopen the warrant, or take any other action with respect thereto.

On motion of Carl H. Amon, Jr., it was voted that this Article be indefinitely postponed.

ARTICLE 9. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the purpose of reimbursement of other retiring authorities for creditable service attributable to the Town under provisions of General Laws Chapter 32, Section 59A, as amended, or take any other action with respect thereto.

On motion of Robert S. Cummings it was voted that this Article be indefinitely postponed.

ARTICLE 10. On motion of James J. Sullivan, Jr., it was voted that the Town raise from the tax levy and appropriate the sum of One

Thousand Six Hundred Fifty Dollars ($1,650.00) for the purchase of portable two-way radios of the walkie-talkie type, so-called, and related equipment for the use of the Fire Department.

ARTICLE 11. On motion of James J. Sullivan, Jr., it was voted that the Town raise from the tax levy and appropriate the sum of Three Thousand Six Hundred Twenty Dollars ($3,620.00) for the purchase of uniforms of the Fire Department.

ARTICLE 12. On motion of James J. Sullivan, Jr., it was voted that the Town raise from the tax levy and appropriate the sum of One Thousand Dollars ($1,000.00) for the purchase of protective clothing for the members of the Auxiliary Fire Service.

ARTICLE 13. On motion of Robert S. Cummings it was voted that the sum of Two Thousand Five Hundred Dollars ($2,500.00) be raised from the tax levy and appropriated to indemnify certain police officers and firemen for expense actually incurred as a result of injury in the line of duty, under the provisions of the General Laws Chapter 41, Section 100, as amended or otherwise.

ARTICLE 14. On motion of Robert S. Cummings it was voted that the Town will raise from the tax levy and appropriate the sum of One Thousand Dollars ($1,000.00) for continuing the sidewalk tree planting program for the planting of trees in and around barren locations.

ARTICLE 15. On motion of Robert S. Cummings it was voted that the sum of One Thousand Six Hundred Fifty-Eight Dollars ($1,658.00) be raised from the tax levy and be appropriated for the observance of the Christmas season, 1974, by the decoration and illumination of public buildings and public streets, and the decoration of Christmas trees upon Municipal Land.

97 voted in the affirmative
70 voted in the negative

ARTICLE 16. On motion of Edward P. Cameron it was voted that the Town raise from the tax levy and appropriate the sum of Eight Thousand Six Hundred Dollars ($8,600.00) for the purchase of uniforms for the members of the Police Department.

ARTICLE 17. On motion of James J. Sullivan, Jr., it was voted that the Town will vote to authorize the Selectmen to sell or exchange or otherwise dispose of, upon such terms and conditions as they may determine, three cars in the use of the Police Department, and that the sum of Ten Thousand Dollars ($10,000.00) be raised from the tax levy

and be appropriated for the purposes of purchasing three new cars for the Police Department.

ARTICLE 18. To see if the Town will vote to authorize the payment during the year 1974 of bills remaining unpaid on January 1, 1974, for goods and services actually rendered to the Town, or take any other action with respect thereto.

On motion of James J. Sullivan, Jr., it was voted that this Article be indefinitely postponed.

ARTICLE 19. On motion of Philip R. White, Jr., it was voted that the Town will raise from the tax levy and appropriate the sum of Seventeen Thousand Four Hundred Seventy Dollars ($17,470.00) for the purpose of coordinating or conducting programs dealing with the problems of the aging and promote facilities for health, education, welfare and recreation of the aging.

ARTICLE 21. To see if the Town will amend the Town By-Laws by adding thereto Article XXIIA as follows, or take any other action with respect thereto:

"ARTICLE XXIIA — Dog Licensing Requirements — Section 1. No dog owned or kept,in this Town shall be licensed pursuant to General Laws, Chapter 140, Section 137 and 139, until the Town Clerk has received sufficient proof that the dog for whom a license is sought has been vaccinated or revaccinated in accordance with General Laws, Chapter 140, Section 145B."

On motion of Robert S. Cummings it was voted that this Article be indefinitely postponed.

ARTICLE 22. To see if the Town will vote to allow the Dog Officer to obtain and use a non-lethal tranquilizing capture gun, or take any other action with respect thereto.

On motion of Robert S. Cummings, it was voted that this Article be indefinitely postponed.

ARTICLE 23. On motion of Robert S. Cummings it was voted that the sum of Twenty Thousand Seven Hundred Forty Dollars ($20,740.00) be raised from the tax levy and appropriated for the purpose of Community Center Maintenance.

ARTICLE 24. To see if the Town will increase the Tree Warden's salary from $425.00 per year to $500.00 per year, or take any other action with respect thereto.

On motion of Edward P. Cameron it was voted that this Article be indefinitely postponed.

ARTICLE 25. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from available funds, or otherwise, and appropriate for the financing of projects sponsored by the Reading Bicentennial Commission, or take any other action with respect thereto.

On motion of Maurice C. Proctor, Jr., it was voted that this Article be indefinitely postponed.

ARTICLE 26. To see what sum the Town will raise by borrowing, or from the tax levy or transfer from available funds, or otherwise, and appropriate for the purpose of helping to defray the cost of operation of East Middlesex Association of Retarded Children (EMARC) in carrying out its endeavors under the provisions of Chapter 19 of the General Laws, to be expended under the direction of the Reading Board of Health as provided in Chapter 40, Section 5, Paragraph 40C of the General Laws, or what it will do in relation thereto.

On motion of Frank A. Smith, Jr., it was voted that this Article be indefinitely postponed.

ARTICLE 27. On motion of Marvin M. Rosenthal it was voted that the sum of Twelve Thousand Dollars ($12,000.00) be raised from the tax levy and appropriated for the purpose of continuing the operation of the youth program at the Reading Youth Center, such sum to be expended under the direction of the Recreation Committee.

ARTICLE 28. On motion of Edward P. Cameron it was voted that the sum of One Hundred Fifty Dollars ($150.00) be raised from the tax levy and appropriated for Aid to Agriculture and work of the Middlesex County Extension Service and the 4-H Club under General Laws Chapter 12B, Sections 40 and 45 as amended, such sum to be expended under the direction of a Director appointed by the Selectmen, such Director to cooperate with the Middlesex County Trustees.

ARTICLE 29. John H. Russell moved that the sum of Forty Thousand Dollars ($40,000.00) be raised from the tax levy and appropriated for the purpose of providing a Leaf Collection System, including salaries and wages and the purchase of Collection equipment and

supplies, such funds to be spent by and under the direction of the Board of Public Works.

This motion did not pass.

ARTICLE 30. To see what sum the Town will raise by borrowing, or from the tax levy, or transfer from avaiable funds, or otherwise, and appropriate for the purpose of entering into contractual agreement for the disposal of rubbish, etc., from other than the Town of Reading, or take any other action with respect thereto.

On motion of Paul C. Dustin it was voted that this Article be indefinitely postponed.

ARTICLE 31. On motion of John H. Russell it was voted that the sum of Twenty-Five Thousand Dollars ($25,000.00) be raised from the tax levy and appropriated for expenses of the Board of Public Works, including consulting engineering services, surveys, preliminary plans, designs, final plans and estimates for a Master Drainage Plan of the Town, such funds to be spent by and under the direction of the Board of Public Works.

ARTICLE 32. On motion of Malcolm E. Reed it was voted that the sum of Thirteen Thousand Dollars ($13,000.00) be transferred from the Equipment Purchase Account, and the sum of Thirty-Four Thousand Dollars ($34,000.00) be raised from the tax levy and that both sums totalling Forty-Seven Thousand Dollars ($47,000.00) be appropriated for the purchase by the Board of Public Works of the following:

One (1) new Backhoe Loader
One (1) new Pick-up Truck
One (1) new Mechanical Sweeper

and that the Board of Public Works be, and it hereby is, authorized and empowered to sell, or transfer, or exchange upon such terms and conditions as it may determine,

One (1) 1967 Dynahoe
One (1) 1969 International Scout
One (1) 1966 Elgin Sweeper

and the proceeds from such sales, exchanges, or transfers are to be appropriated in addition to aforementioned Forty-Seven Thousand Dollars ($47,000.00) for the purchase of the aforesaid equipment, and the Town Accountant be and he hereby is authorized, empowered and instructed to transfer such amount to carry out the purpose of this vote.

ARTICLE 33. On motion of John W. Price it was voted that the sum of Forty-Five Thousand Six Hundred Dollars ($45,600.00) be transferred from Chapter 1140 Road Construction Account received or to be received from the State, and that the sum of Fifty-Four Thousand Four Hundred Dollars ($54,400.00) be raised from the tax levy, and such sums aggregating One Hundred Thousand Dollars ($100,000.00) be appropriated for improving and reconstructing Town Public Ways, such sum to be spent by and under the direction of the Board of Public Works, and in such locations as the Board of Public Works may deem advisable, and the Town Accountant be and he hereby is authorized, empowered and instructed to transfer such amount to carry out the purpose of this vote.

ARTICLE 34. On motion of Lawrence R. Blood it was voted that the sum of Twenty Thousand Dollars ($20,000.00) be raised from the tax levy and appropriated for modifications to the Public Works facilities on John Street such sum to be spent by and under the direction of the Board of Public Works and that the sum of One Hundred Forty-Five Thousand Dollars ($145,000.00) be raised and appropriated for expenses, including consulting engineering services, surveys, preliminary plans, design, contracts, specifications, final plans and construction for an addition to the Public Works facilities on John Street, such sums to be spent by and under the direction of the Board of Public Works, and to meet said appropriation, that the sum of Four Thousand Three Hundred and Fifty Dollars ($4,350.00) be taken from available Surplus Funds and that the sum of One Hundred Forty Thousand Six Hundred Fifty Dollars ($140,650.00) be raised by borrowing and that the Town Treasurer, with the approval of the Board of Selectmen, be and he hereby is, authorized to borrow said One Hundred Forty Thousand Six Hundred Fifty Dollars ($140,650.00) and to issue at one time or from time to time bonds or notes of the Town for said One Hundred Forty Thousand Six Hundred Fifty Dollars ($140,650.00) payable in accordance with Section 7 of Chapter 44 of the General Laws so that each issue shall be paid not more than ten (10) years from its date or at such earlier time as the Treasurer and Selectmen may determine, said bonds or notes shall be signed by the Treasurer and countersigned by the Selectmen, and that the Board of Public Works be, and it hereby is, authorized to proceed with the construction of said addition to the Public Works facilities on John Street and enter into all contracts and agreements with respect thereto and to do all other acts and things necessary or proper for carrying out the provisions of this vote.

153 voted in the affirmative
1 voted in the negative
(⅔ vote required)

ARTICLE 35. On motion of John W. Price it was voted that the sum of Fourteen Thousand One Hundred Sixty-Four Dollars ($14,164.00) be raised from the tax levy and appropriated for the purpose of improving and constructing Chapter 90 Highway together with such funds as may be provided by the State and County under Section 34 of Chapter 90 of the General Laws.

ARTICLE 36. On motion of John W. Price it was voted that the sum of Two Thousand Dollars ($2,000.00) be raised from the tax levy and appropriated for the purpose of maintaining, repairing and resurfacing the streets constructed under Section 34 of Chapter 90 of the General Laws, together with such funds as may be provided by the Commonwealth of Massachusetts and the County of Middlesex.

ARTICLE 37. On motion of Paul C. Dustin it was voted that the sum of Twenty Thousand Dollars ($20,000.00) be raised from the tax levy and appropriated for the purpose of maintaining, improving and constructing facilities in the Parks and Playgrounds, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 38. On motion of Malcolm E. Reed it was voted that the sum of Five Hundred Thousand Dollars ($500,000.00) be raised and appropriated for the construction of sanitary sewers, sewerage work and other sewer facilities, such sum to be expended by and under the direction of the Board of Public Works, and to meet said appropriation, that the sum of Five Hundred Thousand Dollars ($500,000.00) be raised by borrowing, and that the Town Treasurer, with the approval of the Board of Selectmen, be and he hereby is, authorized to borrow said Five Hundred Thousand Dollars ($500,000.00) payable in accordance with Section 7 of Chapter 44 of the General Laws so that each issue shall be paid in not more than thirty (30) years from its date or at such earlier time as the Treasurer and Selectmen may determine, said bonds or notes shall be signed by the Treasurer and countersigned by the Selectmen, and that the Board of Public Works be, and it hereby is, authorized to proceed with the construction of said sewers, sewerage work and other sewer facilities and enter into all contracts and agreements with respect thereto and to do all other acts and things necessary or proper for carrying out the provisions of this vote.

144 voted in the affirmative
0 voted in the negative
(⅔ vote required)

ARTICLE 39. To see what sum the Town will raise by borrowing or from the tax levy, or transfer from available funds, or otherwise, and

appropriate for the purpose of purchasing a new front end loader, or take any other action with respect thereto.

On motion of Paul C. Dustin it was voted that this Article be indefinitely postponed.

ARTICLE 40. On motion of Paul C. Dustin it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as KEITH ROAD and adopt the recommendations contained therein, and that the sum of Four Hundred Nineteen Dollars ($419.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 41. On motion of Paul C. Dustin it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as RED GATE LANE and adopt the recommendations contained therein, and that the sum of One Thousand Four Hundred Two Dollars ($1,402.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 42. On motion of Paul C. Dustin it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as PENNSYLVANIA AVENUE EXTENSION and adopt the recommendations contained therein, and that the sum of Two Hundred Twenty-Six Dollars ($226.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 43. On motion of John W. Price it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as LANDERS ROAD and adopt the recommendations contained therein, and that the sum of Six Hundred Thirty-Seven Dollars ($637.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 44. On motion of John H. Russell it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as COVEY HILL ROAD EXTENSION and adopt the recommendations contained therein, and that the sum of Two Hundred Eighty-Six Dollars ($286.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 45. On motion of John H. Russell it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as MARLA LANE EXTENSION and adopt the recommendations contained therein, and that the sum of Two Hundred Nineteen Dollars ($219.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 46. On motion of John H. Russell it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as RUSTIC LANE and adopt the recommendations contained therein, and that the sum of One Thousand Three Hundred Eighty-Seven Dollars ($1,387.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 47. On motion of Malcolm E. Reed it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as AUDUBON ROAD and adopt the recommendations contained therein, and that the sum of One Thousand Seventy-Nine Dollars ($1,079.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 48. On motion of Malcolm E. Reed it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as PITMAN DRIVE and adopt the recommendations contained therein, and that the sum of Seven Hundred Ninety-Four Dollars ($794.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 49. On motion of Malcolm E. Reed it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as INDIANA AVENUE EXTENSION and adopt the recommendations contained therein, and that the sum of One Hundred Ninety-One Dollars ($191.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 50. On motion of John W. Price it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as APPLE GATE LANE and adopt the recommendations contained therein, and that the sum of Six Hundred Twenty-Eight Dollars ($628.00) be raised from the tax levy and appropriated for

the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

ARTICLE 51. On motion of John W. Price it was voted that the Town accept the report of the Board of Public Works on the layout of a Private Way known as DEBORAH DRIVE and adopt the recommendations contained therein, and that the sum of One Thousand Fifty-Eight Dollars ($1,058.00) be raised from the tax levy and appropriated for the laying out and construction of said way, such sum to be expended by and under the direction of the Board of Public Works.

On motion of Edward P. Cameron it was voted that this meeting stand adjourned until Thursday, March 21, 1974, at 8:00 P.M., to meet in Memorial High School Auditorium.

Meeting adjourned at 10:51 P.M.

185 Town Meeting Members were present.

A true copy. Attest:

LAWRENCE DREW
Town Clerk

Adjourned Annual Town Meeting
March 21, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 8:00 P.M.

The invocation was given by Rev. Frederick E. Emrich of the Church of the Good Shepherd.

ARTICLE 52. On motion of James R. Boucher it was voted that the sum of Eight Thousand Dollars ($8,000.00) be raised from the tax levy and appropriated for the Conservation Fund for Conservation purposes under General Laws Chapter 40, Section 8C, as amended.

ARTICLE 53. On motion of James R. Boucher it was voted that the Town acquire by purchase, right of eminent domain, deed of gift, dedication, or otherwise for conservation purposes under General Laws

Chapter 40, Section 8C, as amended, the following described parcel of land, and that the sum of Two Hundred Fifty Dollars ($250.00) be raised from the tax levy and appropriated for such acquisition.

The land in Timberneck Swamp, Reading, shown as Lots 1, 2, 3 and 4 on the Assessors Plat 117, and being bounded and described as follows:

Beginning at a point on the Southerly side line of Charles Street, at an easement and at land of Clifton P. Englund et al;

From thence the line runs by the Southerly line of said Charles St. N. 55° 27' 30" E., a distance of 699.68 feet to a stake at land of Anthony V. Sarcone;

Thence S. 34° 32' 30" E., by Sarcone, a distance of 141.44 feet to an iron in the swamp;

Thence N. 55° 27' 30" E., still by Sarcone, a distance of 117.30 feet;

Thence N. 81° 08' 30" E. by lands of Robert M. Jenney and David G. Steeves, a distance of 225.14 feet;

Thence N. 17° 13' 00" E., a distance of 142.79 feet;

Thence S. 52° 46' 00" E., a distance of 81.59 feet;

Thence S. 65° 37' 30" E., a distance of 102.41 feet to the center of an easement leading from Timberneck Drive;

Thence S. 69° 23' 30" E., a distance of 80 feet;

Thence S. 71° 56' 40" E., a distance of 76.10 feet;

Thence S. 59° 23' 30" E., parallel with and 187.50 feet distant from said Timberneck Drive, a distance of 1196.98 feet and continuing on the same course, a distance of 340.94 feet to an angle in the center of another easement;

Thence S. 83° 56' 55" E., a distance of 232.78 feet and N. 78° 35' 30" E., 123.23 feet to land of David L. Richards et ux;

Thence S. 11° 24' 30" E., a distance of 50 feet to an iron pipe;

Thence N. 78° 35' 30" E., still by said Richards, a distance of 155.00 feet to an iron pipe set on the Westerly side line of Haverhill St.;

Thence by the said Westerly line of Haverhill St., S. 11° 24' 30"E., 180.13 feet to a stake;

Thence on a radius of 785.33 feet, an arc of 165.01 feet to an iron pipe at land of Arnold C. Hult;

Thence in a general Westerly direction by various angles as shown on a plan hereinafter mentioned, and by the swamp, a total of 987.61 feet to land of the Town of Reading and shown on said plan as Lot A;

Thence N. 46° 05' 30" W., by Lot A, a distance of 251.49 feet to Lot 4 of said plan;

Thence S. 74° 54' 00" W., still by said Lot A and bounded on the North by said Lot 4, a distance of 297.54 feet to a corner;

Thence N. 34° 53' 50" W., a distance of 14.64 feet to the most Easterly terminus of the Southerly line of F St.;

Thence in a general Northwesterly direction by several courses as shown on said plan, a total of 498.09 feet to the Northwest corner of said Lot 4;

Thence in a general Northerly and Westerly direction as shown on said plan, a distance of 152.03 feet to the most Northerly terminus of the Easterly line of Libby Avenue;

Thence by the end of said Avenue, a distance of 51.20 feet;

Thence continuing in a general Westerly direction by several courses, a total of 220.63 feet to land of the said Englund.

Thence N. 6° 38' 40" E., by said Englund, a distance of 603.99 feet to an iron pipe at land of Emillio Pica et ux;

Thence by land of said Pica N. 24° 33' 45" W., a distance of 96.49 feet and N. 5° 36' 10" W., a distance of 431.50 feet to an iron pipe at said Pica's Northeast corner;

Thence S. 89° 53' 50" W., 675.51 feet to a ditch and by the ditch S. 17° 27' 50" W., 146.24 feet and S. 87° 02' 33" W., a distance of 476.44 feet to an iron pipe at an easement;

Thence N. 88° 54' 30" W., 22.57 feet to a point within said easement and land of the said Englund;

Thence through the easement and land of said Englund N. 87° 12' 35" W., a distance of 205.98 feet to said Charles St. and the point of beginning.

Said Lot 3 of this description contains 38.203 acres, more or less, and Lot 4 contains 8.7 acres, more or less, and said Lots being more fully shown on plan made for the Conservation Commission of the Town of Reading dated May 1973 by H. Kingman Abbott, Registered Surveyor, which is to be recorded herewith.

123 voted in the affirmative
10 voted in the negative
(⅔ vote required)

On motion of Douglass L. Barker it was voted to take Article 3 from the table.

ARTICLE 3. On request of Douglass L. Barker a report was presented by James R. Boucher as to the projected plans by the Conservation Commission for future land purchases.

ARTICLE 3. On motion of Leonard F. Westra it was voted that the Board of Public Works be instructed to submit an alternative proposal for a leaf collection system to the next Special Town Meeting or the subsequent Annual Town Meeting.

On motion of Edward P. Cameron it was voted to lay Article 3 on the table.

ARTICLE 54. On motion of James R. Boucher it was voted that the Town acquire by purchase, right of eminent domain, deed of gift, dedication, or otherwise for conservation purposes under General Laws Chapter 40, Section 8C, as amended, the following described parcel of land, and that the sum of Fifty-Eight Thousand Dollars ($58,000.00) be raised from the tax levy and appropriated for such acquisition.

A certain parcel of land in Reading, Massachusetts, being a portion of Cedar Swamp, so-called, lying Easterly of a Town and County Way called Haverhill Street, containing 420 acres, more or less, and being bounded and described as follows:

Beginning at the Northwesterly corner of said parcel said point being 488.82 feet, more or less, Easterly of the said Easterly line of Haverhill Street at its junction with the Town Line of North Reading and Reading;

Thence the line runs Easterly by the said Town Line 358.85 feet to the Town Angle Bound (NR-R-1);

Thence still Easterly and bounded Northerly by the Town of North Reading 4,250 feet, more or less, to land of the Commonwealth of Massachusetts, being the Camp Curtis Guild Rifle Range;

Thence the line turns and runs Southerly 55 feet by said Commonwealth land, Westerly 766 feet, Southerly 110 feet, Easterly 885 feet, Southerly 526.9 feet, Westerly 256 feet, Southerly 976 feet, Westerly 260 feet, Southerly 460 feet, Westerly 230 feet, Southerly 440 feet, Westerly 277 feet, Southerly 910.7 feet, Southwesterly 473 feet, Westerly 508.50 feet, Southerly 213.0 feet and 876.85 feet and still Southerly 87.12 feet, all by land of the said Commonwealth of Massachusetts to land of owners unknown;

Thence Westerly 893 feet, Southerly 154.28 feet by land of owners unknown to land of the Inhabitants of the Town of Reading Conservation Commission and formerly part of the Reading "Niki Site";

Thence Westerly 692.95 feet and 250.57 feet by said "Nike Site" to land of Eugene S. Blanchard; thence Northerly by said Blanchard 508.30 feet to land of William D. Mathieson;

Thence Easterly 153.75 feet and 96.25 feet, and thence Northerly 210.00 feet, still by said Mathieson to land of Anson L. Strong;

Thence Easterly 372.0 feet and Northerly by said Strong and Barbara Ann Folger 258 feet and 161.03 feet to a corner;

Thence Westerly, bounded Southerly by land of said Barbara Ann Folger 595.15 feet to land of Curt E. Nitzsche;

Thence Easterly, bounded Northerly by said Curt E. Nitzsche 116.97 feet and Northerly, bounded Westerly by said Nitzsche 340.51 feet and thence Westerly 36.0 feet, thence Northerly 171.11 feet, 45.78 feet, 261.47 feet and 515.75 feet, all bounded by said Nitzsche to land of Patrick M. Procopio;

Thence still Northerly 478.88 feet by land of said Procopio to land of Allen E. Kenney;

Thence still Northerly by said Kenney, 288.91 feet to land of Albert W. Malphrus and still Northerly 146.50 feet and Westerly by said Malphrus 74.25 feet to land of Francis M. McDermott;

Thence Northerly by said McDermott and lands of Robert E. Mellen, Albert J. Rotondi, Albert C. Thomas, Anna C. Fonseca, Carl W. Soule Jr. and Margaret M. MacDonald, a distance of 860.02 feet;

Thence Westerly by land of said MacDonald 185.0 feet to land of Charles S. Longley;

Thence turning and running Northerly again 1,000.00 feet by various owners and being 500.00 feet parallel with and Easterly of the side line of Haverhill Street to the Southeasterly corner of land of Arthur G. Gard;

Thence still Northerly by land of said Gard 80.13 feet to land of Edward J. Johnson;

Thence the line runs still Northerly by said Johnson 80.87 feet; land of George T. Wolfe 82.33 feet; land of Manton R. Spear, William F. Russell & Sons Inc., a total of 423.05 feet to the point of beginning at the North Reading Town Line.

Said parcel being shown on a plan entitled "Plan of proposed taking of a portion of Cedar Swamp by the Town of Reading for Conservation Purposes", made under date of December 1973, Scale 1 inch equals 200 feet, made by H. Kingman Abbott, Registered Surveyor, Reading, Massachusetts.

The said parcel is subject to an easement 30 feet wide to the Northeast Gas Transmission Co., Inc., also a 250 foot easement at the Northeast corner of said parcel to the New England Electric Co.

124 voted in the affirmative
23 voted in the negative
(⅔ vote required)

ARTICLE 55. On motion of Nancy Wilson Anderson it was voted that the Town acquire by purchase, deed of gift, dedication, or otherwise for conservation purposes under General Laws Chapter 40, Section 8C, as amended, the following described parcel of land and that the sum of Twenty-Three Thousand Dollars ($23,000.00) be transferred from funds previously appropriated under Article 25 of the Adjourned Annual Town Meeting, March 17, 1973, and that the sum of Eighty-Two Thousand Dollars ($82,000.00) be raised from the tax levy and that said sums totalling One Hundred Five Thousand Dollars ($105,000.00) be appropriated for such acquisition.

Three parcels of land in Reading, lying Southerly from Franklin Street and being bounded and described as follows:

The First Parcel begins on the Southerly side of said Franklin Street at the Northwesterly corner of land of Anna L. Vickery and Lois Connor. From thence the line runs Southerly by said Vickery and Connors land, a distance of 184.14 feet to a stake;

Thence Easterly and still by said Vickery's et al land, a distance of 253.19 feet to a ditch at land of Roland J. Boyd;

Thence Southerly by said Boyd's land, a distance of 413.25 feet to an angle; this point being the Northwesterly corner of the Second Parcel herein described;

Thence still Southerly by said Second Parcel, a distance of 739.05 feet to a drill hole at an angle;

Thence continuing Southerly by said Second Parcel, a distance of 437.64 feet to a drill hole in the wall at land of John B. Fairchild et ux;

Thence turning and running Westerly by the wall and land of said Fairchild, a distance of 369.00 feet to a corner of a wall at land of Jay F. Dailey et al;

Thence turning and running Northerly by the wall and land of said Dailey et al, the following distances: 277.97 feet, 105.47 feet, 23.11 feet, and 89.54 feet to an angle in the wall;

Thence running Westerly by the wall and land of said Dailey et al, distances of 143.70 feet and 104.58 feet to a drill hole at land of Miriam A. Barclay;

Thence Northerly by said Barclay, a distance of 427.66 feet to an angle and thence Westerly still by said Barclay, a distance of 264.16 feet to a stake and stones at land of Horace F. Ryder et ux;

Thence again Northerly by land of said Ryder, a distance of 182.66 feet and 131.02 feet to a stake and stones at land of Robert G. Mallion and at other land reserved by said Harry K. Kurchian;

Thence Southerly by said other land of Kurchian by two lines, 130 feet and 240 feet to a corner;

Thence Northeasterly still by said other land, a distance of 510 feet, more or less, to a corner;

Thence Northwesterly still by said other land, a distance of 400.00 feet, more or less;

Thence still Northwesterly by said other land and parallel with the Thirty Feet distance from the first line herein described, a distance of 190 feet, more or less, to said Franklin Street;

Thence Northeasterly by the Southerly side line of said Franklin Street on a curved line, the radius of which is 520 feet, a length of 30 feet to the point of beginning.

Containing by estimation 14.987 acres of land, more or less, and to be shown on a separate plan for the Land Court, Case Number 15881 and being a portion of the land contained in Cert. of Title 39336.

Said Parcel is subject to an Easement, Thirty Feet in width, given to the Tennessee Valley Gas Transmission Corp., and also to a Drainage Easement to the Town of Reading, Twenty Feet in width, all to be shown on said plan.

The Second Parcel commences at the Northwesterly corner of the granted premises at land of said Roland J. Boyd and runs Easterly by land of the said Boyd, a distance of 675.77 feet to the Third Parcel hereinafter mentioned;

Thence Southerly by a wall and by the said Third Parcel, a distance of 79.60 feet to a drill hole at the corner of the wall, said corner being the Southwesterly corner of said Third Parcel;

Thence continuing Southerly by the wall and land of John E. and Carl I. Engberg to the following distances: 164.18 feet, 154.87 feet, 108.12 feet and 161.36 feet to a drill hole at land of Eleanor L. Zanni;

Thence still Southerly by the wall, a distance of 193.91 feet by said land of Zanni and thence 190.50 feet by land of C & J Homes Inc. to a drill hole at the corner of the wall;

Thence Westerly by the wall and land of the said John B. Fairchild et ux the following distances, 103.69 feet, 103.00 feet, 100.25 feet, 62.00 feet, 118.84 feet and 57.50 feet to a drill hole at the corner of the wall, said point being the Southeasterly corner of the First Parcel above described;

Thence Northerly by the said First Parcel 437.64 feet and 739.05 feet to the point of beginning.

Containing 15.603 acres, more or less, and being shown as Lot 2 on a plan hereinafter mentioned.

This Parcel is also subject to an Easement, Thirty Feet in width, given to the Tennessee Valley Gas Transmission Corp. as described in the First Parcel above.

The Third Parcel commences at a drill hole in the corner of the wall at land of the said Engberg and the Second Parcel above described and runs Easterly by land of said Engberg, John R. Rivers et ux, and Robert A. Zanni et ux by the wall, a distance of 435.57 feet, more or less, to a drill hole at the corner of the wall;

Thence Northerly by the wall and land of Wilbur S. Sias, Jr., a distance of 308.22 feet to a drill hole at land of William E. Chapman et ux;

Thence still Northerly by the wall and land of said Chapman, a distance of 283.07 feet to an iron rod at land of Edward C. Donnelly, Jr. et al;

Thence Northwesterly by said Donnelly by three lines, viz., 122.72 feet, to a stake and stones; 182.38 feet to a stake and stones; and 170.50 feet to a stone bound at land of John E. Magazzu, Tr.;

Thence Southerly by land of said Magazzu, a distance of 236.53 feet to a drill hole at the end of a wall;

Thence still Southerly by the wall, a distance of 218.16 feet to a drill hole at land of the said Roland J. Boyd;

Thence still Southerly by said Boyd, a distance of 136.17 feet to a drill hole and thence still Southerly by said Boyd and the Second Parcel above described, a distance of 157.74 feet to the point of beginning.

Said Third Parcel contains 6.877 acres of land, more or less, and to be shown as Lot 3 on a plan to be made for the Conservation Commission of the Town of Reading by H. Kingman Abbott, Reg. Surveyor, said plan to be recorded.

The First Parcel was formerly owned by Susan B. Scott, the Second Parcel was formerly owned by the said Scott and the Third Parcel, formerly of Julia A. Hughes.

123 voted in the affirmative
28 voted in the negative
(⅔ vote required)

ARTICLE 56. On motion of James R. Boucher it was voted that the Town acquire by purchase, right of eminent domain, deed of gift, dedication, or otherwise for conservation purposes under General Laws Chapter 40, Section 8C, as amended, the following described parcel of land, and that the sum of Two Hundred Dollars ($200.00) be raised from the tax levy and appropriated for such acquisition.

Description of land off Haverhill Street in Cedar Swamp, Reading:

Beginning at the Northwesterly corner of said parcel on the Easterly side line of Haverhill Street and near Bear Meadow Brook, so-called;

From thence the line runs Easterly by Lot 18 as shown on a plan hereinafter mentioned, a distance of 500.00 feet;

Thence turning and running Southerly, a distance of 83.70 feet;

Thence running Westerly by Lot 16, a distance of 500.00 feet, more or less, to said Haverhill Street;

Thence running Northerly by the said Easterly side line of Haverhill Street by two lines, 15.25 feet and 68.63 feet to the point of beginning.

Containing 40,000 sq. ft. of land, more or less, and being shown as Lot 17 on Plat 241 of the Assessors Maps of the Town of Reading and to be more fully shown on a plan to be made for the Conservation Commission of the Town of Reading.

145 voted in the affirmative
1 voted in the negative
(⅔ vote required)

ARTICLE 57. Nancy Wilson Anderson moved that the Town acquire by purchase, deed of gift, dedication, or otherwise for conservation purposes under General Laws Chapter 40, Section 8C, as amended, the following described parcel of land, and that the sum of Thirty Thousand Dollars ($30,000.00) be raised from the tax levy and appropriated for such acquisition:

The land off North Main Street, Reading, shown as Lot 5 on Plat 224 of the Assessors Maps of the Town of Reading.

This motion did not pass.

0 voted in the affirmative
134 voted in the negative
(⅔ vote required)

ARTICLE 59. On motion of William H. Parker, III, it was voted that the subject matter of Article 59 be referred to the Municipal Light Board, and that said Board be, and it hereby is authorized to install such additional street lights as in its judgment are required, and to make such changes in the size, type and location of existing street lights as it may deem advisable, the expense of same to be paid from the income of the plant.

ARTICLE 60. To see if the Town will accept Chapter 164A of the General Laws entitled "New England Power Pool: or take any other action with respect thereto.

On motion of William H. Parker, III, it was voted that this Article be indefinitely postponed.

ARTICLE 61. To see if the Town will vote to authorize the Board of Selectmen, upon the written request of the Municipal Light Board, on behalf of the Town, to acquire a certain parcel of land situated on Main Street, known as Route 28 in Reading, containing 9.4 acres, more or less, as shown on a plan filed in the office of the Town Clerk entitled "Plan of Land in Reading, Massachusetts, prepared for Reading Municipal Light Department" and dated August 30, 1973, by Dana F. Perkins and Sons, Inc., Civil Engineers and Surveyors, Reading-Lowell, Massachusetts and to take said land, or any part thereof, in fee or rights or easement therein by eminent domain under Chapter 79 of the General Laws, as amended, or acquire the fee in said land or any part thereof by purchase or otherwise, and to make entry for the purpose of construction before all claims for damages by reason thereof shall have been finally adjusted or determined, and to authorize the transfer of the care, custody, management and control of such land to the Municipal Light Board to lease or grant easements in such land to carry out the purposes of acquisition, and to see what sum the Town will raise and appropriate for such purpose, or take any other action with respect thereto.

On motion of William H. Parker, III, it was voted that this Article be indefinitely postponed.

ARTICLE 62. On motion of Edward P. Cameron it was voted that the Town authorize the Town Treasurer, with the approval of the Selectmen, to borrow money from time to time in anticipation of the revenue of financial year beginning July 1, 1974, in accordance with the provisions of General Laws Chapter 44, Section 4, and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws Chapter 44, Section 17.

ARTICLE 63. On motion of Edouard N. Dube it was voted that the Town raise from the tax levy and appropriate for the re-purchase and release of previously sold surplus graves or lots from current owners, the sum of Six Hundred Five Dollars ($605.00)

ARTICLE 64. On motion of Edouard N. Dube it was voted that the sum of Thirty Thousand Dollars ($30,000.00) be raised from the tax levy and appropriated for the continued development of Forest Glen and Charles Street Cemeteries, including site clearing, the construction of drainage, the extension of the road systems, the water systems and the preparation of lots for sale, such sums to be expended under the direction of the Board of Cemetery Trustees.

ARTICLE 65. On motion of William E. Clark it was voted that the sum of Twenty-Eight Thousand Dollars ($28,000.00) be raised from the tax levy, for the purpose of engaging a Planning Consultant to initiate and prepare a report of future MBTA impact and dump site re-use, to be expended under the direction of the Planning Board.

87 voted in the affirmative
62 voted in the negative

ARTICLE 66. To see what sum the Town will raise by borrowing or from the tax levy or transfer from available funds, or otherwise, and appropriate for the purpose of constructing a park in Glen Meadow, to be expended under the direction of the Recreation Committee, or take any other action with respect thereto.

On motion of Edward P. Cameron it was voted that this Article be indefinitely postponed.

ARTICLE 67. On motion of Richard J. Ogden, as amended by Carl H. Amon, Jr., it was voted that the sum of Eighty-Five Thousand Dollars ($85,000.00) be raised from the tax levy and appropriated to the Reserve Fund for expenditures under the direction of the Finance Committee.

On motion of Edward P. Cameron it was voted to take Article 4 from the table.

On motion of Edward P. Cameron it was voted to lay Article 4 on the table.

On motion of Edward P. Cameron it was voted to take Article 3 from the table.

On motion of Edward P. Cameron it was voted to lay Article 3 on the table.

On motion of Edward P. Cameron it was voted to take Article 2 from the table.

On motion of Edward P. Cameron it was voted to lay Article 2 on the table.

On motion of Carl H. Amon, Jr., it was voted that the meeting stand adjourned, sine die, at 11:25 P.M.

163 Town Meeting Members were present.

A true copy. Attest:

LAWRENCE DREW
Town Clerk

State Primary
September 10, 1974

Pursuant to the Warrant and the Constable's Return thereon, a State Primary was held at the time and places specified in the Warrant and was called to order by the Wardens in the precincts as follows:

Precinct 1 J. Warren Killam School	Russell H. Stone, Jr.
Precinct 2 Joshua Eaton School	John H. Crooker
Precinct 3 Community Center	Florence E. Campbell
Precinct 4 Memorial High School	Henry A. Murphy, Jr.

who then partially read the Warrant, when on motion of John F. Cronin, Precinct 1; Joseph P. Riemer, Precinct 2; Eleanor M. Brown, Precinct 3; Ann Cusato, Precinct 4, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Wardens in charge.

The ballot boxes were examined by the Wardens in charge and each found to be empty and all registered 000.

The polls were then declared open at 8:00 A.M. and were closed at 8:00 P.M. with the following results:

1,564 Republican votes

2,013 Democratic votes

for a total of 3,577 as follows:

BALLOT OF THE DEMOCRATIC PARTY

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
GOVERNOR — Vote for One					
Michael S. Dukakis	370	397	294	400	1,461
Robert H. Quinn	136	123	98	126	483
Blanks	11	32	11	15	69
Total	517	552	403	541	2,013
LIEUTENANT GOVERNOR — Vote for One					
Eva B. Hester	83	90	58	101	332
Christopher A. Iannella	133	124	84	135	476
John Pierce Lynch	25	19	29	27	100
Thomas P. O'Neill III	178	205	147	183	713
Thomas Martin Sullivan	55	32	42	39	168
Blanks	43	82	43	56	224
Totals	517	552	403	541	2,013
ATTORNEY GENERAL — Vote for One					
Francis X. Bellotti	112	111	90	118	431
Barry T. Hannon	10	17	9	8	44
Edward F. Harrington	75	86	52	67	280
Edward M. O'Brien	12	13	13	11	49
S. Lester Ralph	131	157	124	150	562
George L. Sacco	171	138	109	175	593
Blanks	6	30	6	12	54
Totals	517	552	403	541	2,013
SECRETARY — Vote for One					
John F. X. Davoren	129	130	116	134	509
Paul H. Guzzi	367	371	264	384	1,386
Blanks	21	51	23	23	118
Totals	517	552	403	541	2,013

TREASURER — Vote for One

Robert Q. Crane	229	226	180	233	868
Charles Mark Furcolo	266	287	198	269	1,020
Blanks	22	39	25	39	125
Totals	517	552	403	541	2,013

AUDITOR — Vote for One

Thaddeus Buczko	429	416	303	423	1,571
Blanks	88	136	100	118	442
Totals	517	552	403	541	2,013

CONGRESSMAN — Seventh District — Vote for One

Torbert H. MacDonald	435	430	328	448	1,641
Blanks	82	122	75	93	372
Totals	517	552	403	541	2,013

COUNCILLOR — Fifth District — Vote for One

Thomas J. Lane	256	226	191	280	953
Benjamin Franklin	181	196	124	167	668
Blanks	80	130	88	94	392
Totals	517	552	403	541	2,013

DISTRICT ATTORNEY — Vote for One — Northern District

John J. Droney	382	364	267	372	1,385
Blanks	135	188	136	169	628
Totals	517	552	403	541	2,013

COUNTY COMMISSIONER — Middlesex County — Vote for One

John L. Danehy	119	137	96	123	475
William J. Clements	82	70	78	117	347
Charles I. Clough, Jr.	62	84	47	58	251
Pasquale R. Coppola	61	43	28	56	188
Edward A. Doherty	72	56	46	59	233
Thomas E. McManus	38	42	20	38	138
Blanks	83	120	88	90	381
Totals	517	552	403	541	2,013

SHERIFF — Middlesex County — Vote for One

Walter J. Sullivan	380	357	280	380	1,397
Blanks	137	195	123	161	616
Totals	517	552	403	541	2,013

BALLOT OF THE REPUBLICAN PARTY

GOVERNOR — Vote for One

Francis W. Sargent	178	294	225	267	964
Carroll P. Sheehan	92	196	126	152	566
Blanks	8	10	7	9	34
Totals	278	500	358	428	1,564

LIEUTENANT GOVERNOR — Vote for One

Donald R. Dwight	251	450	309	374	1,384
Blanks	27	50	49	54	180
Totals	278	500	358	428	1,564

ATTORNEY GENERAL — Vote for One

Charles C. Cabot, Jr.	80	123	112	112	427
William I. Cowin	62	123	79	96	360
Josiah A. Spaulding	125	231	150	202	708
Blanks	11	23	17	18	69
Totals	278	500	358	428	1,564

SECRETARY — Vote for One

John M. Quinlan	225	422	292	354	1,293
Blanks	53	78	66	74	271
Totals	278	500	358	428	1,564

TREASURER — Vote for One

Muriel Erna Ballantine	55	118	50	95	318
Blanks	223	382	308	333	1,246
Totals	278	500	358	428	1,564

SENATOR — First Essex and Middlesex District — Vote for One

William L. Saltonstall	230	406	307	368	1,311
Blanks	48	94	51	60	253
Totals	278	500	358	428	1,564

REPRESENTATIVE IN GENERAL COURT — Thirty second Middlesex District — Vote for One

Nils L. Nordberg	248	421	309	377	1,355
Blanks	30	79	49	51	209
Totals	278	500	358	428	1,564

SHERIFF — Middlesex County — Vote for One

John J. Buckley	211	364	275	346	1,196
Blanks	67	136	83	82	368
Totals	278	500	358	428	1,564

The votes were declared in open Town Meeting, sealed in ballot envelopes and transmitted to the Town Clerk to be placed in the vault for safe keeping.

Voted to adjourn, 11:00 P.M., September 10, 1974.

A true copy. Attest:

LAWRENCE DREW
Town Clerk

Wednesday, September 11, 1974

Attested copies of the election results were this day transmitted to the Secretary of the Commonwealth.

Attest:

LAWRENCE DREW
Town Clerk

Special Town Meeting
October 21, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 8:00 P.M.

The invocation was given by Rev. James F. Hickey of St. Agnes Church.

The Warrant was partially read by the Town Clerk, when on motion of Edward P. Cameron, it was voted to dispense with the further reading of the Warrant, except the Constable's Return, which was then read by the Town Clerk.

ARTICLE 1. Edward P. Cameron, Chairman of the Board of Selectmen, presented Girl Scout Cadet Troop 261, who presented the Town Meeting with a "Town of Reading flag", which was made by Troop 261 members. The Troop spokesman was Ms. Carolyn Menard, who is presenting the flag, requested that it be displayed at all public ceremonies and during the forthcoming Bicentennial Celebration. The Town Meeting was unanimous in its acceptance of this wonderful gift, and by a sounding applause, thanked the girls for their efforts.

The Moderator, Kenneth C. Latham, instructed the "Town Fathers" to return this and the American Flag to all furture Annual Town Meetings and Special Town Meetings and indicated that at all future meetings, the Pledge of Allegiance will follow the Invocation.

ARTICLE 1. A report of progress was given by Mrs. Jean R. Cary on the Recycling Program in Reading and was accepted as a report of progress.

ARTICLE 1. A report, as filed herewith, was presented by George A. Theophanis, of the Town Government Study Committee, which was accepted as a Final Report.

ARTICLE 1. The following report was read by Richard J. Ogden, Chairman of the Finance Committee, which was accepted as a report of progress:

STUDY OF TOWN OPERATIONS

On September 11, the Finance Committee received Peat, Marwick & Mitchell & Co's Final Report on the Management Improvement Program for the Town of Reading. Copies of this report have been distributed to all Town Departments, members of the Steering Committee and members of the Finance Committee and copies have been placed in the Library for the use of citizens. The Finance Committee has established a separate subcommittee to act as Project Coordinators chaired by Beth Klepeis, and including Harry Johnson and Paul Miller.

I would like to read the transmittal letter highlighting the objective and recommendations of the study.

Some of the recommendations in the report are already underway. The Selectmen, tonight, are submitting an article to transfer the Forestry Department to the Board of Public Works; the Finance Committee has issued new budget guidelines and are establishing standard budget formats; the Personnel Board has been working on some of the recommendations affecting their responsibilities for implementing recommendations in reports. The study by the consultant firm has been done. If the study is to result in improved efficiency, economy and effectiveness in the Town of Reading, the cooperation of all Town Departments and Boards is needed.

In closing the Finance Committee would like to thank Richard Gould, Roger Louanis, Joyce Miller, John Newman, Frank Smith and Donald Walker. These six individuals served on the Steering Committee with the two Finance Committee representatives, Beth Klepeis and Dick Ogden.

The letter from Peat, Marwick, Mitchell & Co., dated September 4, 1974, is as follows:

"Peat, Marwick, Mitchell & Co. (PMM&Co.) has completed its engagement to assist the Town of Reading in improving its organization and operations through the development of a management improvement

program. The attached final report outlines the report format, describes the study's objectives and PMM&Co.'s approach, discusses findings and detailed recommendations relating to the Town of Reading's eight major functional areas, and presents PMM&Co.'s recommended implementation strategy and timetable.

This letter provides a general overview and management summary of the study results by briefly describing the study's background and objectives, highlighting PMM&Co.'s key recommendations, and establishing the implementation groundwork.

BACKGROUND AND OBJECTIVES

Recognizing the Town of Reading's need to improve its organization and operations through an analysis and modernization of management activity, the Finance Committee requested that PMM&Co. develop a management improvement program. The overall objective of the program was to improve the efficiency and effectiveness of town government operations and thereby ensure that the needs of citizens and town officials are met on a timely basis. The study encompassed the entire range of governmental operations, with the goal of establishing new and improved methods of conducting business. PMM&Co. headed the study team, and was assisted by Charles M. Evans & Associates, municipal management consultants.

After reviewing the operations of key town offices, departments, commissions, and committees, PMM&Co. developed recommendations to improve the effectiveness of the town's services to citizens and the economy of the town's operations. Following intensive review, modification, and approval of recommendations by a town steering committee, PMM&Co. prepared an action-oriented plan for implementing those recommendations in accordance with town priorities. The improvement program focuses on the Town of Reading's eight major functional areas: personnel management, procurement administration, fiscal administration, data processing, planning and budgeting, property management, facilities management, and communications.

SUMMARY OF RECOMMENDATIONS

Based on its review and analysis of the Town of Reading's eight major functional areas, PMM&Co. developed a number of key recommendations. These and other auxiliary recommendations are discussed in detail in the final report as the central elements of the management improvement program. The following represents a brief summary.

Personnel Management

PMM&Co.'s recommendations for improving personnel management involve the development of new policies and procedures. In addition, several suggestions for expediting the personnel function are identified.

Procurement Administration

PMM&Co.'s recommendations for improving procurement administration are based on the development of a partially centralized purchasing system and the establishing of standard procedures and forms. The potential of centralized inventory was considered; however, the evaluation indicated that no significant cost-benefit could be achieved with present volumes.

Fiscal Administration

PMM&Co.'s recommendations for improving fiscal administration involve short-range recommendations to improve current procedures, modify current systems, and develop new accounting systems, including a centralized appropriation accounting system. For the long-range, an integrated financial and management information system is recommended.

Data Processing

PMM&Co.'s long-range recommendation is for the Town of Reading to develop an integrated data processing system. The scope and extent of PMM&Co.'s review did not allow for a detailed definition of the integrated system needs of the town or a thorough analysis of the alternative approaches to data processing. However, the long-range nature of the development effort and the lack of expertise on the part of town personnel indicate that the first step should be to establish a framework and organization for the development effort. Accordingly, PMM&Co.'s single specific recommendation is that the town create a data processing committee reporting to the Selectmen to assume an advisory role on town-wide computer utilization.

PMM&Co.'s short-range recommendations in the area of data processing involve the installation of an accounting computer for appropriation accounting, modification and expansion of the existing payroll system, and development of an automated Accounts Receivable and Cash System. These recommendations are discussed in detail in the Fiscal Administration section of this report.

Planning and Budgeting

PMM&Co.'s recommendations for improving the planning and budgeting function include developing a program budgeting approach, improving budgeting guidelines, and establishing standard formats. The possibility of developing a community profile as a first step toward a comprehensive master plan was discussed during the study; however, the need to conduct specific land use and terminus location studies (already initiated by the Planning Board) was judged to warrant higher priority.

Property Management

PMM&Co.'s recommendations for improving property management involve a transfer in the responsibility for equipment maintenance. Preventive maintenance and repairs should be centralized in the Public Works Department and standardized for all town-owned vehicles by type of equipment.

Facilities Management

PMM&Co.'s recommendations for improving facilities management relate to an increase in space and the centralization of services.

Communications

PMM&Co.'s recommendations for improving communications involve the central coordination of key functions, development of a new telephone system, incorporation of the Tree Warden into Public Works, and centralization of the location of all inspectors.

Implementation

PMM & Co's implementation plan (presented in Section XI of the report) outlines approximately 30 recommendations, identifying initiation responsibility, implementation responsibility, priority, and time allocation for each. The plan is structured to correspond generally with the sequence of the material outlined in the report.

The problems and potential for improvement addressed by PMM&Co.'s recommendations are major, and the benefits available to the Town of Reading are significant. PMM&Co. thus strongly urges that town management allocate the resources required to implement the recommendations. After carefully reviewing the report, assigning responsibilities for the project and tasks, and obtaining necessary approvals, the Finance Committee should designate an individual or sub-committee as Project Coordinator responsible for ensuring timely and orderly implementation.

PMM&Co. appreciates the opportunity to have assisted the Town of Reading in developing a management improvement program. We would like to thank the steering committee, members of the Finance Committee, and all other town personnel who participated in this study. Their sustained effort and cooperation was essential to the successful completion of the engagement and will help ensure orderly and effective implementation."

ARTICLE 1. The following report was read by Paul C. Dustin, which was accepted as a report of progress:

LEAF COLLECTION SYSTEM

At the Annual Town Meeting of last March the Board of Public Works was instructed to resubmit an alternative plan for a leaf collection system to Town Meeting. It was noted at the time that the Board seemed something less than completely in support of the subject. Again, in response to a prior request, we had studied the question and had proposed a plan to Town Meeting, which called for an expenditure of $40,000.00. For this amount we would have purchased three leaf vacuum units and suitable collection boxes and covered the town streets twice during the fall season. We felt, at the time, that the amount of leaves actually collected would be a small percentage of the total and therefore such an expense would be largely ineffective.

Since that time the Board has reviewed the matter and, in particular, contacted the Town of Winchester to discuss in detail the workings of their program. To summarize their experience: Winchester has had a leaf collection program in effect for the last 15 or 20 years; they cover the entire town once but additionally only a portion of it for a second time over a roughly eight-week period. Their primary purpose is one of safety — to remove the potentially slippery leaves from the streets, while the convenience factor to the homeowner is of lesser consideration. Indeed, most people still haul leaves to their dump.

Based upon the scope and equipment requirements as indicated by Winchester's experience, we have reestimated the cost of such a program to the Town of Reading. We find that if we were to purchase two 20-yd. self-contained leaf collecters the first year, the program cost, including labor and additional equipment, both Town owned and rented, would approximate $55,000.00. For the second and successive years the cost would decrease to around $42,000.00, since no capital equipment would be purchased, although this figure would have to be corrected upward yearly, to account for inflation. These costs, which are based upon a more comprehensive investigation, are not too different from the estimate of

$40,000.00 previously given. It should also be noted that the scopes of the two programs, March and now, are basically the same; once to twice around the entire town over an 8-week period in the late fall.

In as much as the tax rate has been set, and it therefore seems inadvisable to recommend an expenditure of this type from available cash, the Board chose not to present an article at this time. Instead, we felt that it was better to report upon our efforts and wait until the next annual town meeting to take action. It is the Board's plan, therefore, to sponsor such an article at the next annual meeting and again give Town Meeting the opportunity to institute or reject such a program.

ARTICLE 1. The following report was read by William E. Clark of the Planning Board, which was accepted as a report of progress:

PLANNING BOARD PROGRESS REPORT ON HIRED CONSULTANT

In March, the Town Meeting authorized the Planning Board funds to engage a planning consultant to initiate and prepare a report of future MBTA impact and dump site re-use.

The official selection of a planner was made in April and work was commenced on finalizing a fixed price contract with Sasaki, Dawson, DeMay and Associates of Watertown. After three revisions, the Planning Board signed a contract on August 15.

The objective as outlined to Town Meeting in March and as embodied in the contract "is to provide the Town of Reading with analysis and recommendations for terminal locations for the proposed Reading extension of the MBTA and for potential re-use of the present Town dump site."

Because of the more urgent nature of the MBTA issue, this is the phase of the project receiving most attention. Work to date by Sasaki has entailed primarily gathering an inventory of data available. The planner has conducted interviews with some Town Officials and more will follow. One of the most important items accomplished thus far has been a result of an exchange of all working information between our planner and the MBTA and their planners. The information obtained at this meeting allows Sasaki and the Town to be aware of the direction of MBTA planning and considerations that will go into shaping the MBTA decision.

Much of the information relative to travel demand projections has still not been finalized by the Central Planning Staff, an agency of the State. Since this loading data will not be available until early November, a temporary slow down in the progress of work by the MBTA is evident. During the suspected lull, Sasaki will begin preliminary dump site re-use studies including identifying feasible re-use options and planning relationships to the MBTA orange line corridor.

The aspect of transportation planning that is continuing involves a workshop session with Sasaki, the Planning Board and community people, who have been following and assisting on the Town's behalf, either officially or unofficially. A second workshop including the aforementioned plus the MBTA and its planners is tentatively scheduled for November. The requirement for additional workshop sessions is called for in the contract with our planner.

The MBTA has made a commitment to Reading that its planning will be open and will allow for grassroots inputs and opinions. To this end the Planning Board has forwarded written documentation to the MBTA of all inputs received from any group or individual in Town. An essential element of participatory planning is the open, cooperative exchange of information and views between planners and community participants. We intend to hold the MBTA to this commitment and feel that the exchange with Sasaki and the community workshop sessions will further guarantee this cooperative working spirit.

It is appropriate at this time to mention that the planning issues we are concerned with are being continually critiqued by a small but most effective group of interested citizens. Two groups have been particularly active in monitoring day to day progress or lack of progress. The League of Women Voters, represented by Eleanor Dustin, and the Reading Residents Council on Transportation, headed by Maureen O'Brien and Roberta Sullivan, have all become self-educated specialists on problems that Reading may face with regard to future transportation expansion. These people, and the citizens they represent, have let all concerned know that whatever is done in Reading had better be done with the best interest of Reading and its people as the foremost concern. The Planning Board wishes to publicly thank these citizens for their continued interest and sincerely hopes that their enthusiasm does not diminish as the issue moves on, whatever the course.

The present predicted timing of the MBTA planning indicates that by March, 1975, we should be in a position to view specific MBTA proposals and provide our analysis and recommendations of the proposals.

On motion of Edward P. Cameron it was voted to lay Article 1 on the table.

ARTICLE 2. To choose all other necessary Town Officers and Special Committees and determine what instructions shall be given Town Officers and Special Committees.

On motion of Edward P. Cameron it was voted to lay Article 2 on the table.

ARTICLE 3. Edward P. Cameron moved to approve the recommendation of the Law Committee that Town Counsel be and hereby is authorized to enter into a consent judgment in the case of **Barbara E. Winkler, et al v. Town of Reading**, now pending in the Middlesex Superior Court as No. 35093.

This motion did not pass.

45 voted in the affirmative
81 voted in the negative

ARTICLE 4. On motion of George R. Larson it was voted to accept Section 99 of Chapter 32 of the General Laws relating to advance payments for retirement applicants.

ARTICLE 5. On motion of Edward P. Cameron it was voted to appropriate the sum of $815.09 from Surplus Funds for the purpose of paying the following bills for goods and services actually rendered to the Town during the fiscal year prior to July 1, 1974:

1. City of Boston	$489.50
2. Frost Business Service	325.59

126 voted in the affirmative
0 voted in the negative
(9/10's vote required)

On motion of William E. Clark it was voted to take Article 1 from the table.

ARTICLE 1. The following report was read by William E. Clark of the Planning Board, which was accepted as a report of progress:

In accordance with Chapter 40A, Section 6, of the General Laws, a public hearing was held on Tuesday, October 15, 1974, regarding a

proposed change in the Zoning of the "Depot", so called, described in Article 6 of the Warrant from a Residence A-1 to Business B District.

The hearing was very poorly attended with only eighteen people in attendance. Of those in attendance voicing an opinion, six favored rezoning and eight opposed. Two themes covered most of the comments aired: first, what are the prospects for converting the depot to an historic site; secondly, what plans does the Town have for developing the property.

The Planning Board's recommended action will allow the Town the flexibility to follow either the course of utilizing the depot as a commercial property or to retain it along the lines of an historical item.

In making its recommendation in Town Meeting, the Planning Board deliberated over what is the best use designation for the land in question. The depot has in fact, by practice been used for business purposes in the past. The land abuts an active business zone on High Street and Haven Street. The residence area immediately South of the depot contains three existing business developments. The land in question will undoubtedly be a part of any public transportation activity in Town regardless of whether the outcome is expansion or retention of existing service. The nature of any transportation activity will utilize the land with a business flavor.

The Planning Board, therefore, unanimously recommends in favor of the proposed rezoning of the depot and the adoption of Article 6.

On motion of William E. Clark it was voted to lay Article 1 on the table.

ARTICLE 6. On motion of Robert S. Cummings it was voted to amend the Zoning By-Laws and Zoning Map so as to change the zoning of the Depot, so-called, located on the Assessors' Maps as Plat 63, Lot 50, consisting of approximately 3.04 acres bordered by Woburn Street, Lincoln Street, High Street and Washington Street and Lot 51, consisting of about 22,105 square feet, from Residence A-1 to Business B District.

97 voted in the affirmative
33 voted in the negative
(⅔'s vote required)

ARTICLE 7. On motion of John H. Crooker it was voted to accept Chapter 164A of the General Laws entitled "New England Power Pool".

ARTICLE 8. On motion of Frank A. Smith, Jr., it was voted to transfer from Surplus Funds and appropriate to the Board of Registrars the sum of Eight Hundred Dollars ($800.00) to be expended for a census of school age children, in accordance with the regulations of the Board of Education of the Commonwealth of Massachusetts promulgated June 25, 1974.

On motion of Edward P. Cameron it was voted that this meeting stand adjourned until Thursday, October 24, 1974, at 8:00 P.M., to meet in Reading Memorial High School Auditorium.

Meeting adjourned: 11:00 P.M.

166 Town Meeting Members were present.

A true copy. Attest:

LAWRENCE DREW,
Town Clerk

Adjourned Special Town Meeting
October 24, 1974

Reading Memorial High School Auditorium

The meeting was called to order by the Moderator, Kenneth C. Latham, at 8:00 P.M.

The invocation was given by Rev. Robert D. Samuelson of the First Congregational Church.

The Town Clerk read the Notice and his Return on posting the Notice of Proposed Reconsideration of Article 3, in accordance with Article II, Section 4, of the General By-Laws of the Town, on vote passed at the Special Town Meeting held on October 21, 1974.

ARTICLE 3. On motion of Frank A. Smith, Jr., it was voted Reconsideration of this Article be laid on the table.

ARTICLE 9. On motion of Lawrence R. Blood it was voted to raise by borrowing and appropriate the sum of Fifty Five Thousand Dollars ($55,000.00) for the expenses of the Board of Public Works for the cost of engineering services for plans and specifications for constructing an

interceptor sewer, such funds to be spent by and under the direction of the Board of Public Works.

134 voted in the affirmative
1 voted in the negative
(⅔'s vote required)

ARTICLE 10. Edward P. Cameron moved that the Board of Public Works be directed to amend its rules and regulations for rubbish collection to permit the use of other than paper sacks for the collection of refuse as follows:

4. Approved containers are "wet-strength", two-ply, 50 lb. Kraft paper sacks of 30-gallon capacity; heavy-duty, two-mil thick, National Sanitation Foundation approved plastic sacks of 32-gallon capacity; and metal or plastic trash barrels of 32-gallon capacity.

5. Paper sacks shall be closed at the top by rolling. Plastic sacks shall be closed at the top by twisting and then securely tied. Metal and plastic barrels shall be left open to facilitate transfer of the contents to the collection vehicle.

6. Newspapers shall be bundled and tied securely. Cardboard cartons must be broken down or cut up and put into tied bundles not longer than three feet in length. Newspapers and cartons thus bundled should be saved for the next bi-monthly paper drive; however, they will be collected if placed at the curb with other refuse.

7. Earth, gravel, stone, plaster, cement, or other materials from repair or construction of buildings will not be collected. Logs will not be collected.

This motion did not pass.

ARTICLE 11. On motion of James J. Sullivan, Jr., it was voted that the Board of Selectmen be, and they hereby are, authorized to petition the General Court under Section 8 of Article 89 of the Amendments to the Constitution to amend Chapter 7 of the Acts of 1943, and revise voting precincts and the number of Town Meeting Members from each precinct to conform to the mandated standard of one man one vote in compliance with Chapter 820 of the Acts of 1971 and Chapter 735 of the Acts of 1972; and that said petition include requests that the Board of Selectmen be authorized:

1. To reapportion the number of precinct members in a particular precinct to be in proportion to the number of inhabitants therein.

2. To readjust the precinct member population from time to time, as the Board deems necessary to insure continued equal alignment of precinct members versus inhabitants, provided that the total number of precinct members for the Town of Reading shall not be more than 192.

3. To realign the precinct boundaries from time to time, as the Board deems it necessary, to not less than four (4) nor more than eight (8) precincts, which shall be divided as equally as possible according to the number of inhabitants in each, and,

4. To review from time to time the precinct boundaries and to readjust them as the Board deems necessary.

ARTICLE 12. On motion of Robert S. Cummings it was voted to amend Section 104.5 of the Building Code of Reading by deleting the fee schedule following the words "receipt of the permit", and substituting therefor the following:

New Dwelling	$35.00 minimum $3.00/$1,000.00 valuation
Additions & Alterations	$10.00 minimum $3.00/$1,000.00 valuation
Garage-Private Residential	
1 car	$10.00
2 car	$15.00
3 car	$20.00
Commercial Building	$35.00 minimum $3.00/$1,000.00 valuation
Industrial Building	$35.00 minimum $3.00/$1,000.00 valuation
Signs	$6.00 minimum $3.00/$1,000.00 valuation
Swimming Pools	$10.00 minimum $3.00/$1,000.00 valuation
Accessory Buildings, Tool Sheds Temporary Buildings	$10.00 minimum $3.00/$1,000.00 valuation
Foundation Permit	$10.00 minimum if needed
Raze Building	$3.00
Move Building	$35.00
1 Story Dwelling	$25.00/sq. ft.
1—½ Stories (expansion Cape, Split Level, Split Entrance)	$30.00/sq. ft.
2 Story (Garrison, Straight Colonial, etc.)	$35.00/sq. ft.

Basement Garage-Single	Add	$500.00
Double	Add	$700.00
Attached Garage-Single	Add	$900.00
Double	Add	$1,500.00
Triple	Add	$2,100.00
Commercial & Industrial Buildings		$10.00/sq/ft
Apartment Buildings		$15,000.00/unit

Detailed plans and specifications for entire building shall be presented at time of application for permit.

ARTICLE 13. On motion of Robert S. Cummings it was voted to transfer from Surplus Funds, and appropriate the sum of One Thousand Three Hundred Dollars ($1,300.00) for the purpose of additional expenses of the Building Inspector.

ARTICLE 14. On motion of Robert S. Cummings it was voted to establish a full time clerk typist (Grade 6) for the Building Inspector and to transfer from Surplus Funds, and appropriate the sum of One Thousand Two Hundred Sixty Dollars ($1,260.00) for said clerk typist's salary.

ARTICLE 15. On motion of James J. Sullivan, Jr., it was voted to transfer from Surplus Funds, and appropriate the sum of Ten Thousand Dollars ($10,000.00) for the purpose of renovating, repairing and modifying the heating system in the Municipal Building, Community Center, Police Station, Train Depot, Police Annex and the Fire Station Garage at the Nike site.

ARTICLE 16. To see if the Town will transfer the funds appropriated under Article 27 of the 1974 Annual Town Meeting Warrant and transfer direction of the Youth Center, now under the direction of the Recreation Committee, to the Board of Selectmen, or take any other action with respect thereto.

On motion of Edward P. Cameron it was voted that this Article be indefinitely postponed.

ARTICLE 17. On motion of Edward P. Cameron it was voted that the Selectmen be and hereby are authorized to file a petition to the General Court under Section 8 of Article 89 of the Amendments to the Constitution to transfer the Forestry Department to the jurisdiction of the Board of Public Works, including as appropriate amending Chapter 118 of the Acts of 1921.

ARTICLE 18. On motion of George A. Theophanis, as amended by Philip R. White, Jr., it was voted that Section 1 of Article 1 of the Town By-Laws be amended by deleting the words "first Saturday of March" and substitute therefore the words "third Monday preceding the first Monday in May", so that Section 1 shall read:

> "The Annual Town Meeting shall be held on the third Monday preceding the first Monday in May of each year for the election of Town Officers and for such other matters as required by law to be determined by ballot.", and;

That Section 2 of Article I of the Town By-Laws be amended by deleting the words "second Monday after the first Saturday of March", and substituting therefor the words "first Monday in May except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day and further amend Section 2 of Article 1 by adding at the end of the first sentence, after the words "following day", the words "or at a further adjournment thereof", and adding a second sentence so that Section 2 shall read:

> "All business of the Annual Town Meeting, except the election of such officers and the determination of such matters as required by law to be elected or determined by ballot, shall be considered at an adjournment of such meeting to be held at 8:00 P.M. on the first Monday in May except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day, or at a further adjournment thereof. A subsequent Town Meeting shall be held on the second Monday in November to consider and act on all business as may properly come before it, except the adoption of the annual operating budget, except if this day shall fall on a legal holiday, in which case the meeting shall be held on the following day.", and;

That Section 4 of Article 1 of the Town By-Laws be amended by deleting the same and inserting therefor the following:

> "Section 4. Adjourned sessions of every Annual Town Meeting, after the first such adjourned session provided for in Section 2 of this Article, and adjourned sessions of every subsequent Town Meeting, shall be held on the following Thursday at 8:00 P.M. and then on the following Monday at 8:00 P.M. and on consecutive Mondays and Thursdays unless a resolution to adjourn to another time is adopted by a majority vote of the Town Meeting Members present and voting.", and;

That Section 5 of Article 1 of the Town By-Laws be amended by inserting the words "and subsequent" after the word "Annual".

That Section 7 of Article 1 of the Town By-Laws be amended by deleting the same and inserting therefor the following:

"Section 7. All articles for the Annual Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 P.M. on the third Monday of March of the year for the Annual Town Meeting in which action thereon is to be taken. All articles for the subsequent Town Meeting shall be submitted to the Board of Selectmen not later than 8:00 P.M. on the fourth Monday of September of the year for the subsequent Town Meeting in which action is to be taken.", and;

That Article II of the Town By-Laws be amended by deleting the second sentence of Rule 4 of Section 1 thereof, and by adding the following as Section 8:

"Section 8. The Selectmen shall, at each Annual Town Meeting, give to the Members information of the state of the Town." and;

That Section 2 of Article III of the Town By-Laws be amended by deleting the word "May" in the second sentence and substituting therefor the word "July", and;

That Section 5 of Article III of the Town By-Laws be amended by deleting the word "May" in the second sentence and substituting therefor the word "July", and;

That Section 7 of Article III of the Town By-Laws be amended by deleting the words "second Monday after the first Saturday of March" in the first sentence and substituting therefor the words "first Monday in May and second Monday in November.", and;

That Section 10 of Article III of the Town By-Laws be amended by deleting the words "thirty-first day of December" in the first and third sentences and substituting therefor the words "fifteenth day of February", and;

That Article V of the Town By-Laws be amended by deleting the words "April 1st" and "March 31st" in Section 1 thereof and substituting respectively therefor the words "June 1st" and "May 31st", and;

That Article VI of the Town By-Laws be amended by deleting the words "April" and "March" in the second and third sentences of Section 1 thereof and substituting respectively therefor the words "June" and "May", and;

That Article XII of the Town By-Laws be amended by deleting the words "April" and "March" in the first sentence of Section 1 thereof and substituting respectively therefor the words "June" and "May", and;

That Article XIII of the Town By-Laws be amended by deleting the words "January 15th" in Section 1 thereof and substituting therefor the words "the last Monday in March", and by deleting the words "February 21st" in Section 2 thereof and substituting therefor the words "the last Monday in April".

On motion of Carl H. Amon, Jr., it was voted to take Article 2 from the table.

ARTICLE 2. On motion of Carl H. Amon, Jr., as amended by James C. Gibney, it was voted to adopt the following Resolution:

It is the sense of this Meeting that the School Committee will be authorized and instructed to expend the sum of Thirty Thousand Dollars ($30,000.00), said sum to be in addition to the Six Million Three Hundred Eighty Three Thousand Five Hundred Fifty Eight Dollars ($6,383,558.00) voted at the Annual Town Meeting held on March 16, 1974, said Thirty Thousand Dollars ($30,000.00) must be the subject of an Article in a Warrant for a future Town Meeting, provided so-called case of Winkler et al v. Town of Reading is dropped.

86 voted in the affirmative
57 voted in the negative

ARTICLE 2. On motion of Paul T. Metcalf it was voted that the Board of Public Works study the cost of furnishing Trash Bags to the citizens of Reading and that a plan of distribution of bags be set up and that a report be made at the next Town Meeting. Further, an Article considering the above study should be included in the Warrant of the next Town Meeting.

ARTICLE 2. On motion of Edward P. Cameron it was voted that Article 2 be indefinitely postponed.

On motion of Frank A. Smith, Jr., it was voted to take Article 3 from the table.

ARTICLE 3. On motion of Frank A. Smith, Jr., it was voted that the motion and Reconsideration under Article 3 be indefinitely postponed.

On motion of Edward P. Cameron it was voted to take Article 1 from the table.

On motion of Edward P. Cameron it was voted that Article 1 be indefinitely postponed.

On motion of Edward P. Cameron it was voted that the meeting stand adjourned, sine die, at 11:46 P.M.

157 Town Meeting Members were present.

A true copy. Attest:

LAWRENCE DREW,
Town Clerk

State Election
November 5, 1974

Pursuant to the Warrant and the Constable's Return thereon, a State Election was held at the time and places specified in the Warrant and was called to order by the Wardens in the precincts as follows:

Precinct 1	Killam Elementary School	Henry A. Murphy, Jr.
Precinct 2	Joshua Eaton School	John H. Crooker
Precinct 3	Community Center	C. Dewey Smith
Precinct 4	Memorial High School	Russell H. Stone, Jr.

who then partially read the Warrant, when on motion of Florence E. Campbell, Precinct 1; John F. Cronin, Precinct 2; Ann Cusato, Precinct 3; Leon A. LaFreniere, Precinct 4, it was voted to dispense with further reading of the Warrant, except the Constable's Return, which was read by the Wardens in charge.

The ballot boxes were examined by the Wardens in charge and found to be empty and all registered 000.

The polls were then declared open at 7:00 A.M. and were closed at 8:00 P.M. with the following results:

Whole number of votes cast 8,340.

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
GOVERNOR AND LIEUTENANT GOVERNOR — Vote for One					
Sargent and Dwight (Rep.)	939	1316	962	1299	4516
Dukakis and O'Neill (Dem.)	943	855	619	971	3388
Gurewitz and Bevins (Soc.)	22	14	9	14	59
Kahian and Greco (Amer.)	57	39	43	66	205
Blanks	38	50	39	43	170
Loughey and Vinciulo (Write-in)			2		2
Totals	1999	2274	1674	2393	8340
ATTORNEY GENERAL — Vote for One					
Francis X. Bellotti (Dem.)	707	642	452	666	2467
Josiah A. Spaulding (Rep.)	1199	1521	1142	1620	5482
Jeanne Lafferty (Soc.)	28	28	27	22	105
Blanks	65	83	53	85	286
Totals	1999	2274	1674	2393	8340
SECRETARY — Vote for One					
Paul H. Guzzi (Dem.)	1159	1212	884	1258	4513
John M. Quinlan (Rep.)	779	985	732	1063	3559
Blanks	61	77	58	72	268
Totals	1999	2274	1674	2393	8340
TREASURER — Vote for One					
Robert Q. Crane (Dem.)	1579	1680	1227	1768	6254
Blanks	420	594	446	625	2085
Muriel Erma Balentine (Write-in)			1		1
Totals	1999	2274	1674	2393	8340
AUDITOR — Vote for One					
Thaddeus Buczko (Dem.)	1604	1748	1266	1818	6436
Blanks	395	526	408	575	1904
Totals	1999	2274	1674	2393	8340
CONGRESSMAN — Seventh District — Vote for One					
Torbert H. MacDonald (Dem.)	1391	1523	1100	1594	5608

James J. Murphy (Ind.)	493	545	423	630	2091
Blanks	115	206	151	169	641
Totals	1999	2274	1674	2393	8340

COUNCILLOR — Fifth District — Vote for One

Thomas J. Lane (Dem.)	1473	1519	1099	1639	5730
Blanks	526	755	575	754	2610
Totals	1999	2274	1674	2393	8340

SENATOR — First Essex and Middlesex District — Vote for One

William L. Saltonstall (Rep.)	1593	1845	1331	2000	6769
Blanks	406	429	343	393	1571
Totals	1999	2274	1674	2393	8340

REPRESENTATIVE IN GENERAL COURT
Thirty-Second Middlesex District — Vote for One

Nils L. Nordberg (Rep.)	1579	1803	1289	1951	6622
Blanks	420	471	384	442	1717
Robert S. Warnick (Write-in)			1		1
Totals	1999	2274	1674	2393	8340

DISTRICT ATTORNEY — Northern District — Vote for One

John J. Droney (Dem.)	1512	1597	1154	1707	5970
Blanks	487	677	520	686	2370
Totals	1999	2274	1674	2393	8340

COUNTY COMMISSIONER — Middlesex County — Vote for One

John L. Danehy (Dem.)	1437	1491	1082	1593	5603
Blanks	562	783	592	800	2737
Totals	1999	2274	1674	2393	8340

SHERIFF — Middlesex County — Vote for One

John J. Buckley (Rep.)	1101	1521	1067	1538	5227
Walter J. Sullivan (Dem.)	829	666	553	786	2834
Blanks	69	87	54	69	279
Totals	1999	2274	1674	2393	8340

QUESTION No. 1 — Proposed Amendment to the Constitution

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in a joint session of the two branches held August 25, 1971, received 212 votes in the affirmative and 39 in the negative, and in a joint session of the two branches held June 6, 1973, received 235 votes in the affirmative and 19 in the negative?

SUMMARY

The proposed constitutional amendment, if approved, would replace the present Article 52 of the Articles of Amendment to the Constitution of the Commonwealth and would empower the General Court, by concurrent vote of the two houses, to take a recess or recesses amounting to not more than thirty days. The present Article 52 permits such recesses but provides that "no such recess shall extend beyond the sixtieth day" from the beginning of the legislative session.

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1156	1398	1009	1496	5059
NO	609	577	462	642	2290
Blanks	234	299	203	255	991
Totals	1999	2274	1674	2393	8340

QUESTION No. 2 — Proposed Amendment to the Constitution

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in a joint session of the two branches held August 25, 1971, received 177 votes in the affirmative and 65 in the negative, and in a joint session of the two branches held June 6, 1973, received 166 votes in the affirmative and 93 in the negative?

SUMMARY

The proposed constitutional amendment, if approved, would provide for a census in the year 1975 and every tenth year thereafter of the inhabitants of each city and town as a basis for determining the representative senatorial and councillor districts for the ten year period beginning with the first Wednesday in the fourth January following the taking of the census, provided that the districts as established based on the 1971 census shall terminate on the first Wednesday of January, 1979.

The census shall specify the number of inhabitants residing in each precinct of a town and each precinct and ward of a city.

Under the proposed amendment, the House of Representatives would consist of 160 members, in contrast to the present membership of 240, and the Senate of 40 members. The General Court would, at its first regular session after the year in which the census is taken, divide the Commonwealth into 160 representative districts and 40 senatorial districts of contiguous territory so that each representative and each senator will represent an equal number of inhabitants as nearly as may be; and such districts shall be formed, as nearly as may be, without uniting, as nearly as may be, two towns or parts of two or more towns, two cities or parts of two or more cities, or a city and a town, or parts of cities and towns, into one district, and without dividing any town containing less than 2500 inhabitants. The General Court would be permitted to pass laws to limit the time within which judicial proceedings may be instituted calling in question any such division. The proposed amendment further provides that every representative, for one year at least immediately preceding his election, shall have been an inhabitant of the district for which he is chosen, and every senator shall be an inhabitant of this Commonwealth for five years at least preceding his election and at the time of his election shall be an inhabitant of the district for which he is chosen. Every representative and senator shall cease to represent his district when he shall cease to be an inhabitant of the Commonwealth. The manner of calling and conducting the elections for representatives and for senators and councillors, and of ascertaining their election, shall be prescribed by law. The amendment vests original jurisdiction in the Supreme Judicial Court, upon petition of any voter of the Commonwealth, filed with the clerk of said court, for judicial relief relative to the establishment of House of Representatives, councillor and senatorial districts.

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1490	1739	1291	1880	6400
NO	280	250	195	250	975
Blanks	229	285	188	263	965
Totals	1999	2274	1674	2393	8340

QUESTION No. 3 - Proposed Amendment to the Constitution

Do you approve the adoption of an amendment to the constitution summarized below, which was approved by the General Court in a joint session of the two branches held June 7, 1972, received 250 votes in the

affirmative and 3 in the negative, and in a joint session of the two branches held June 6, 1973, received 253 votes in the affirmative and 0 in the negative?

SUMMARY

The proposed constitutional amendment would repeal section 2 of Article 46 of the Articles of Amendments to the Constitution of the Commonwealth ("the anti-aid amendment" so-called), and replace it with a new section 2, for the purpose of allowing grants in aid to private higher educational institutions or to students, or parents or guardians of students, attending such institutions.

The proposed amendment would delete the first clause of the present section 2, which requires that all moneys raised by taxation in the towns and cities for the support of public schools, and all moneys appropriated by the Commonwealth for the support of common schools shall be applied to or expended in only those schools conducted according to law under the order and superintendence of the authorities of the town or city in which the money is expended. The effect of the deletion of the first clause of section 2 would be to remove the constitutional prohibition against the use of public moneys, which have been raised by taxation or appropriated for support of public schools, for grants in aid to private higher educational institutions or to students, or parents or guardians of students, attending such institutions.

The proposed amendment would also alter the second clause of the present section 2 by removing the prohibition against a grant, appropriation or use of public money or property or loan of public credit by the Commonwealth or any political subdivision for the purpose of founding, maintaining or aiding any school or institution of learning, whether under public control or otherwise, wherein any denominational doctrine is inculcated, or any other school or any college which is not publicly owned and under the exclusive control, order and superintendence of public officers or public agents. In place of the foregoing, the proposed amendment would prohibit the grant, appropriation or use of public money or property or loan of credit by the Commonwealth or any political subdivision for the purpose of founding, maintaining or aiding any primary or secondary school which is not publicly owned and under the exclusive control, order and superintendence of public officers or public agents.

The proposed amendment would also add to the present section 2 a provision that nothing therein shall be construed to prohibit grants in aid to private higher educational institutions or to students, or parents, or guardians of students, attending such institutions.

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	963	1197	872	1216	4248
NO	774	792	611	912	3089
Blanks	262	285	191	265	1003
Totals	1999	2274	1674	2393	8340

QUESTION No. 4 - Law Proposed by an Initiative Petition

Do you approve of the adoption of an amendment to the constitution summarized below, which was approved by the General Court in a joint session of the two branches held May 17, 1972, received 131 votes in the affirmative and 121 in the negative, and in a joint session of the two branches held May 8, 1974, received 139 votes in the affirmative and 119 in the negative?

SUMMARY

The proposed constitutional amendment would revise Article 78 of the Articles of Amendment to the Constitution to permit the expenditure of money from the highway fund for mass transportation lines and other mass transportation purposes in such manner as the Legislature may direct. The highway fund includes receipts from fees, duties, excises and license taxes relating to registration, operation or use of motor vehicles and taxes from the sale of motor vehicle fuels. The expenditure of money from such fund is presently restricted to highway and bridge construction, reconstruction, maintenance and repair, enforcement of state traffic laws, and administtation of the tax statutes which provide highway fund receipts.

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1079	1342	980	1342	4743
NO	686	653	511	816	2666
Blanks	234	279	183	235	931
Totals	1999	2274	1674	2393	8340

QUESTION No. 5 - Law Proposed by an Initiative Petition

Do you approve of a law summarized below which was disapproved in the House of Representative by a vote of 73 in the affirmative and 150 in the negative and was disapproved in the Senate by a vote of 16 in the affirmative and 22 in the negative?

SUMMARY

Provisions of the act establish an independent Corrupt Practices Commission, with five members to be appointed by the Governor to staggered five year terms. The Commission has subpoena powers and is to investigate, by means of secret hearings, candidates' compliance with all state and federal laws relating to political campaign contributions and expenditures and corrupt practices. If probable cause is shown, the Commission is required to direct the Attorney General to take further action in the proper form and is required to make public a report of such action. In cases involving the campaign practices of the Attorney General himself, a special attorney is to be appointed. If no probable cause is shown, the Commission is to state so publicly.

Further, the proposed act extends the application of the current statute regarding the disclosure of campaign expenditures and contributions, to all candidates for office above the town and city level, with the exception of President and Vice President of the United States. The act requires all such candidates to receive and disburse all amounts greater than $25 by check, and makes it a crime to knowingly receive cash payment from a candidate or his committee for a service costing more than $25. The act also requires candidates to designate a single bank as depository of funds and as recordkeeper, with records of receipts and expenditures to be open to public scrutiny.

Provisions of the act extend present campaign spending limits to cover all media expenses and require all media firms (including: television, radio, newspaper, billboard, magazine, advertising, public relations, printing, opinion polling, computer, telephone, telegraph) to report the purchase of media services by candidates. Media expenses of candidates for the offices of district attorney, clerk of court, register of probate and insolvency, register of deeds, county commissioner, county treasurer and sheriff are limited to $.07 for each resident of the respective electoral district. Other provisions of the act require candidates, upon official announcement or filing of nomination papers, to report all political receipts and expenditures since the date of the last general election for the office sought, and count such expenditures toward spending limits. The act also limits candidates to one political committee.

The act establishes a maximum penalty of one year imprisonment and/or $10,000 fine for individuals engaged in corrupt practices, and a $50,000 fine for corporations so involved. In addition, the Attorney General is permitted to bring an action for the removal of a candidate whose election was materially aided by corrupt practices on the part of the candidate or one acting in his behalf, where such removal is otherwise authorized by law.

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1073	1231	892	1353	4549
NO	632	646	525	698	2501
Blanks	294	397	257	342	1290
Totals	1999	2274	1674	2393	8340

QUESTION NO. 6

Should the General Court enact legislation during the nineteen hundred and seventy-five session reorganizing state government by creating a Department of Health Systems Regulation which shall have the power to administer the medicaid program, control and set rates for nursing homes, hospitals, and other health providers under medicaid, license and inspect health facilities, and regulate private health insurance policies, medical and hospital service plans?

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1361	1460	1091	1602	5514
NO	361	468	338	483	1650
Blanks	277	346	245	308	1176
Totals	1999	2274	1674	2393	8340

QUESTION NO. 7

D. Shall licenses be granted in this city (or town) for the sale of all alcoholic beverages by hotels having a dining room capacity of not less than ninety-nine persons and lodging capacity of not less than fifty rooms?

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1186	1282	926	1263	4657
NO	660	786	592	928	2966
Blanks	153	206	156	202	717
Totals	1999	2274	1674	2393	8340

E. Shall the town of Reading grant licenses for the sale of alcoholic beverages to be consumed on the premises to legally chartered clubs within the boundaries of said town?

	Prec 1	Prec 2	Prec 3	Prec 4	Totals
YES	1239	1429	980	1438	5086
NO	616	682	557	801	2656
Blanks	144	163	137	154	598
Totals	1999	2274	1674	2393	8340

The votes were declared in open Town Meeting, sealed in ballot envelopes and transmitted to the Town Clerk to be placed in the vault for safe keeping.

Voted to adjourn, 10:00 P.M., November 5, 1974.
A true copy. Attest:

LAWRENCE DREW
Town CLerk

November 6, 1974

Attested copies of the election results were this day transmitted to the Secretary of the Commonwealth.

Attest:

LAWRENCE DREW
Town Clerk

ANNUAL REPORTS

of

THE TOWN OFFICERS

of

The Town of Reading, Massachusetts

for the year ending

DECEMBER 31, 1974

Report of the Board Of Selectmen

The Board of Selectmen was organized for the year 1974 with Edward P. Cameron, Chairman, Robert S. Cummings, Secretary and James J. Sullivan, Jr., as third member, John W. Agnew Jr. as Executive Secretary.

The year was the first year the office has had the services of a full time Executive Secretary and has resulted in the advent of numerous changes designed to consolidate and strengthen this office and those areas of local government immediately responsible to this office with an end towards increased efficiency and responsibility. In addition, this office has been able to aid other departments in their productivity through the use of Federal Funding. Most of these efforts have been designed to institute change along those lines indicated in the Government Study Committee and the Peat, Marwick & Mitchell Report recommendations. Some of the changes are as follows:

A complete reorganization of the Building Inspector's Department through the establishment of a full time Building Inspector, and a merging of the Wiring, Plumbing, and Gas Inspectors into this department. Part of this was a result of the States adoption of a State Building Code supplanting the old local code and part due to increasing the efficiency of the department to be able to meet State mandated responsibilities given to the Town. Through Federal Grants from the Selectmens office, clerical help and an assistant to the Building Inspector, along with some equipment have softened the fiscal burden of this changeover to the Town.

A strengthening and consolidation of the Municipal Building Maintence Dept. have resulted in having a centralization of maintenance responsibility for the Municipal Building, Community Center, Depot, Police Station, Police Annex, Fire Station, Fire Alarm Building. Heating systems in these buildings have been renovated to increase fuel efficiency, in an effort to offset rising fuel costs.

Restoration of an old Nike Site Building has been made at a minimum cost to accomodate the new Fire Alarm Truck. Considerable renovation work has been completed in the Municipal Building and the Community Center, with other work underway in the Police Station. A preventive maintenance program has been instituted for these buildings. Federal Funds have been applied for materials needed to renovate the Depot and the Selectmen have been in contact with different

organizations to determine the best use of that property. Through Federal Grants from the Selectmen's office much of the labor in these renovations has been Federally Funded and the custodial staff increased. creased.

Through the use of several Federal programs, a completely Federally funded Youth Office has been established. With youth problems consuming over fifty percent of our police activities, a rise in vandilism, a decrease in youth job opportunities, the advent of Chapt. 766, and an increase in alcohol, drug, & emotional youth related problems, the need for such an office was obvious. The office is designed to fill a broad delivery service of social service needs and offers counseling, crisis intervention, youth forums, alternative education, drop out programs, and referral services. In addition to its staff, it has worked closely with the school system, the courts, and the police, as well as other organizations such as 735, and the No. Shore Council on Alcholism who give a certain amount of special counseling hours per week. It administers the Neighborhood Youth Corp. Program under which 30 jobs were made available to disadvantaged Reading young people during the summer and 15 people after school during the winter. The office instituted and runs the Reading Rent-A-Kid program for all Reading Youth, and is presently completing a Youth activities directory.

In an effort to increase efficiency in animal control all calls relating to the Dog Officer during working hours are now taken directly at the Selectmen's Office. Again, through Federal Funding, radio communications have been instituted between the office, the Police, and the Dog Officer.

Through Federal Grants from this office additional help was given the Town Accountant's Office, enabling him for the first time to establish a complete classification of all department disbursements, the establishment of a vendors file with tighter control of bidding procedures and contracts, and a contract file. It has also resulted in a more efficient billing and payment operation along with a faster account verification process.

Help through Federal grants has also been given the Treasurer's office whose workload has been increased by the handling of the school payrolls and split tax collections.

Through Federal Funding from the Selectmen's office, the Personnel Board has a full time assistant which has enabled the Board for the first time to have a complete up to date records on municipal personnel, and to initiate a comprehensive study of the Personnel By-Laws which is now underway.

Under a new State mandate requiring the Town to be under a hundred percent valuation, the Selectmen's office has provided the Assessors with Federally funded help to complete a tax equalization program which if done privately would have cost the Town over a hundred thousand dollars.

The Selectmen's office has also instituted a program for a centralized telephone system for the municipal offices. This will accomplish among other things which are not now available: transfer of calls between departments, direct dialing between departments eliminating outside call charges, Boston metropolitan service, and a centralized number offering a quick dispatch to the proper department for the public. At present the operator will be Federally funded, and the savings in message units is estimated between three to four hundred dollars per month.

Within the Selectmen's office a planning and architect team has been created through Federal Grants. One of the main objectives of this team is to help solve the very pressing space problems of the various town government departments. It is anticipated that in the near future Federal monies for construction purposes that can be used for remodeling and new construction of Municipal Buildings will be available. Although, in the past different Town Committees have reported the urgency of the space problem, the cost of such projects has prevented action & the problems worsened. It is hoped that by having everything prepared to go when the funds are available, the town will receive the funds needed. Through a technical assistant grant an architectural and planning team from the University of Illinois has been working with our planning team in trying to solve some of the Police Department's space problems; one phase of the space problems. In addition, the planning team is giving assistance to our planning board and is working in such areas as the M.B.T.A., National Flood Insurance, a statistical profile of the Town, cost studies, and the availability of more Federal Funding.

After considerable study the Selectmen's office also has instituted a transfer of the Forestry Department to the Board of Public Works. It is felt the move will increase cost and manpower efficiency.

The usual licenses and permits were granted and fifty-two Reading residents were approved as incorporators. There were 35 Reading residents drawn for Jury Duty.

New appointments were made to the Office of Building Superintendent, Building Inspector, Sealer of Weights & Measures, Constable, and Fire Chief upon the retirement of those formerly holding those positions. In addition, the Executive Secretary was appointed Civil Defense Director.

A redistricting plan was instituted by the Board and approved by Town Meeting. Under the plan, the Town's present four precincts are enlarged to eight. Final approval by the General Court is anticipated shortly.

A Town Flag was presented to the Board by the Cadette Girl Scouts and was adopted by the Board and Town Meeting as the official flag of the Town.

Mrs. Dorothy Maxwell, secretary to the Board retired after 23 years of outstanding service. The Selectmen are delighted, however, that she is able to remain as recording secretary.

The Board wishes to offer their condolences to the families of Royal Jaques and James Perry who will be remembered for their many years of excellent service to the Town as Building Inspector and Fire Chief.

The Selectmen wish to express their appreciation of a fine job and best wishes to Donald Mitchell upon his retirement this year as Fire Chief.

To the many Municipal Boards, Committees, Departments and to the citizens a sincere thank you for your aid and cooperation during the past year.

Report of the Reading Housing Authority

The Reading Housing Authority has completed its eighth year in the Management Phase of its Housing for the Elderly Project #667-C consisting of 80 units on Frank D. Tanner Drive in Reading.

At the Annual Meeting on April 8, 1974, the Authority elected the following officers for the ensuing year:

Mr. Philip R. White, Jr. — Chairman
Mr. Edouard N. Dube' — Vice-Chairman
Mr. Charles Stratton — Treasurer
Mr. Gary B. Walker — Asst. Treasurer
Mrs. Nathalie C. Beaton — Asst. Secretary

and Mrs. Janet Pierce was appointed Executive Director and therefore, also Secretary of the Authority in accordance with the By-Laws.

Tax Exemption was granted by the Reading Board of Assessors for the year 1974, as it has been in the past.

On June 11, 1974, a Fourth Series of Notes totaling $1,078,000, maturing on June 12, 1975, was issued and sold with the approval of the Department of Community Affairs, the proceeds of which, with other funds, were used to pay off the principal and interest of the maturing Third Series Notes, totaling $1,145,457.

For the Fiscal Year of July 1, 1973 through June 30, 1974, a subsidy was received by the Authority from the Commonwealth of Massachusetts, in the amount of $65,879 covering Debt Requirements for 667-C for the most part. This figure does not include the State Contribution for the interest on the sale of the 1973 Notes. A balance sheet as of June 30, 1974 is attached to and made a part of this report.

During the past year, the Department of Community Affairs has been reimbursing the Authority on a more frequent basis for the deficit incurred from the reduction of rents since 1970. However, nothing has been received to cover the period June 30, 1974 to date.

Since the inception of the 25% rent law four years ago, Housing Authorities had not been allowed to raise rents, even though periodic Social Security increases were received by tenants; and with the rapidly increasing cost of running the Project, the Housing Authority was

constantly drawing from their small savings. Finally, with the annual rent review taken in the Spring of 1974, Authorities were allowed to adjust rents to the level of 25% of the current income, which, in most cases, increased a tenant's rent. However, it is interesting to note that with a few exceptions, tenants are not paying the amount for rent originally set to cover operating costs when the Project was opened. That was eight years ago when expenses were much lower than they are today.

At the Town election on March 2, 1974, Mr. Gary B. Walker was elected as a member of the Reading Housing Authority for a term of five years. However, at the July meeting, Mr. Walker regretfully submitted his resignation since his job was taking him out of the State. To fill his position on the Board, the Selectmen appointed Mr. Richard S. Dempster, who was subsequently elected by the Authority to the office of Assistant Treasurer.

During the year, the Reading Housing Authority has made application to the Department of Community Affairs for funds available through a State Modernization Program for some major improvements to the Project. Also, initial application has been made to become involved in the Chapter 707 Rental Assistance Program which subsidizes private rentals for low income elderly and families. To date, nothing further has been heard on either of these Programs.

Meanwhile, the atmosphere among the tenants at the Reading Housing for the Elderly is a happy one, and the Housing Authority continues to donate its facilities and related services to the programs sponsored by the Council on Aging for the benefit of all the elderly in the Town of Reading.

Respectfully submitted,

Janet Pierce (Mrs.)
Executive Director

READING HOUSING AUTHORITY

BALANCE SHEET — #667—C

June 30, 1974

Account	Description	Debit	Credit
1112	Administration Fund	$1,791.45	
1117	Petty Cash	50.00	
1151	Debt Service Fund	28.00	
1170	Investments — Charlestown Savings Bank	23,534.32	
1210	Prepaid Insurance	1,957.00	
1400	Development Cost	1,178,000.00	
2117.1	Income Tax Withholdings — Federal		249.40
2117.2	Income Tax Withholdings — State		67.10
2117.3	Contributory Retirement Fund — Withholding		50.74
2117.5	Reading Life Insurance Plan — Withholding		1.08
2123	Notes Authorized		1,178,000.00
2125	Notes Retired	100,000.00	
2140	Matured Interest and Principal		314.11
2540	Development Cost Liquidation		100,000.00
2550	Debt Service Reserve		21,766.50
2590	Operating Reserve		26,086.67
3105	Income — Shelter Rent		40,738.00
3500	"		1,247.65
4101	Expense — Administrative Salaries & Svc.	5,200.00	
4102	" Other Administrative Expense	1,113.23	
4310	" Water	2,105.92	
4320	" Electricity	25,601.54	
4401	" Personal Svc. Maint. & Replacements	12,981.33	
4402	" Materials	1,424.33	
4403	" Contractual Services & Replacements	3,721.77	
4711	" Insurance Expense	2,371.36	
4715	" Contribution to Pension Funded	792.00	
4790	" Provision for Operating Reserve	3,840.00	

4794	"	Provision for Debt Service Reserve	3,888.00	
5100	"	Debt Service Requirements	66,000.00	
7100	Commonwealth Contribution			65,879.00
			$1,434,400.25	$1,434,400.25

Report of the Contributory Retirement Board

Dear Sirs:

Enclosed is a copy of the financial statement of the Reading Contributory Retirement System for the calendar year ending December 31, 1974.

Very truly yours,

CONTRIBUTORY RETIREMENT BOARD
RICHARD E. GOULD
Secretary

The following is the financial statement for the year ending December 31, 1974.

Cash Balance January 1, 1974		99,941.47
Receipts:		
Investments	390,000.00	
Investment Income	153,858.99	
Contributed by members	195,015.44	
Pension Fund		
Town Appropriation	361,862.00	
Other Towns	3,149.33	
Housing Authority	1,587.00	
Cost of Living	13,059.23	

Expense Fund	11,516.50	
Pension Refunds	1,048.01	
		1,131,096.50
		1,231,037.97

Expenditures:

Investments	466,692.50	
Accrued Interest	1,548.41	
Expenses Paid	11,458.61	
Annuities Paid	41,787.47	
Pensions Paid	411,087.14	
Refunds & transfers	18,717.20	
Refunds—Death Benefits	9,666.38	
		960,957.71
Cash Balance December 31, 1974		270,080.26
		1,231,037.97

Assets:

Bonds	1,806,808.17	
Stocks	197,082.25	
Deposits on interest	30,000.00	
Cash	270,080.26	
Accrued interest	33,619.20	
		2,337,589.88

Liabilities:

Annuity Savings Fund	1,580,403.98	
Annuity Reserve Fund	493,148.30	
Special Fund for Military Service	6,657.89	
Pension Fund	254,025.03	
Expense Fund	3,354.68	
		2,337,589.88

READING CONTRIBUTORY RETIREMENT BOARD

GEORGE R. LARSON, Chairman
RICHARD E. GOULD, Secretary
JOHN L. TORMEY

Report of the Police Department

POLICE DEPARTMENT ROSTER

CHIEF

John F. Beaudoin

LIEUTENANT

Edward M. Hubbard

SERGEANTS

Fred Granelli

Bernard J. Paiva

Robert E. Marchand

SERGEANT-DETECTIVE

Edward W. Marchand

PATROLMAN-DETECTIVES

Leo S. Iacopucci
William F. Keefe

Richard L. Nelson
John Green

SAFETY OFFICER

Joseph W. Cormier

PATROLMEN

George A. LeFave
Herbert G. Perry
Robert A. Castine

John A. Bilicki
Evan P. Edwards
Raymond J. Doucette

Herbert N. McSheehy	Leonard P. Hoyt
Richard L. Wood	David E. Saunders
William E. Arakelian	Gerald F. Hoyt
Paul K. Sheridan	William A. Pacunas
Michael S. Conchiglia	Paul G. Peoples
Dennis T. Farrell	Paul A. Vallee
Robert J. Silva	Joseph R. Veno
Henry F. Rich	Chester M. Thurston
Murray C. Airhart	Gerald C. Powers
Robert F. Flynn	Walter R. Franklin
N. Kevin Patterson	Hobart E. Nelson
Patrick M. O'Brien	Michael P. Cloonan

CLERK

Barbara B. Adams

POLICE WOMAN

Marie A. Cormier

Honorable Board of Selectmen
Municipal Building
Reading, Massachusetts

Gentlemen:

The following is a report of your Police Department for the year 1974:

The Department is presently operating with a force of forty-one men, consisting of Chief, one Lieutenant, three Sergeants, one Sergeant-Detective, four Patrolman-Detectives, one Safety Officer and thirty Patrolmen.

Two Lieutenants retired during the year 1974. Lieutenant William H. Faulkner retired in September after serving twenty-nine years as a member of the Reading Police Department. He received a temporary appointment to the Department on October 29, 1945, was appointed as a permanent member on December 31, 1946, promoted to Sergeant on February 22, 1953 and promoted to Lieutenant on May 9, 1966. Lieutenant John W. Power retired in December after serving twenty-

three years as a member of the Reading Police Department. He received a temporary appointment to the Department on October 21, 1951, was appointed as a permanent member on January 1, 1952, promoted to Sergeant on July 29, 1956 and promoted to Lieutenant on January 1, 1967.

Patrolman-Detective Herbert E. Robson retired from the Department in July after serving as a member of the Department for twelve years. He received a temporary appointment on July 3, 1962, was appointed a permanent member on February 4, 1963 and assigned to the Detective Bureau on October 2, 1971.

Seven new appointments were made to the Department during the year 1974 as follows: Gerald C. Powers, Robert F. Flynn, Walter R. Franklin, N. Kevin Patterson, Hobart E. Nelson, Patrick M. O'Brien and Michael P. Cloonan.

Officers William F. Keefe and John Green were assigned to the Detective Bureau to assist with the increased work load in this department.

The members of the Police Reserve have rendered another year of invaluable service to the Town. These men are trained to operate all phases of work in this Department, serve at all special occasions and handle traffic duty for the various Churches. The time and effort expended by the men of the Police Reserve are donated without monetary compensation, and these men deserve the thanks and appreciation of all Citizens.

Also complementing our regular Police Department is our force of nineteen School Traffic Officers who supervise the crossing of children on their way to and from school at various locations about town. These Officers have proved to be devoted to their duties and are a great asset to this Department and the Town.

Following are the arrests and various services performed:

Arrests	157
Persons Held in Protective Custody	258
Motor Vehicle Violations	2079
Parking Violations	1450
Juveniles Apprehended	121
Juvenile Cases in Court	42
Special Investigations	437
Auto Accidents Investigated	334
Teletype Messages sent	Approx 3000

Fees Collected

Bicycle Decals	$51.00
Revolver Permits	2020.00
Firearms Identification Cards	308.00

Motorized Equipment

1	1974 Ford sedan	Chief's Car
2	1974 Ford sedans	Cruisers
1	1973 Chevrolet sedan	Cruiser
1	1972 Chevrolet sedan	Cruiser
1	1974 Subaru wagon	Safety Car

I would like to take this opportunity to thank the Board of Selectmen and the citizens of the Town of Reading for their continued support of their Police Department.

Respectfully submitted,

JOHN F. BEAUDOIN
Chief of Police

Report of the Board Of Health

BOARD MEMBERS

Dr. Thomas J. Dowd	Chairman
Mr. Paul C. Nicholas	Member
Mrs. Mary Polychrones	Secretary

STAFF

Mr. James J. Nugent, Jr.,	Health Director
Mrs. Mary Polychrones,	Senior Clerk A

BOARD OF HEALTH SERVICES

735, Inc.	Drug Related Health Care
Eastern Middlesex Guidance Center	Mental Health
Combined Visiting Nurses Association	Child Welfare
Dr. Gardiner A. Lester	Animal Inspector

REPORT OF BOARD OF HEALTH AGENT

To the Board of Health

Gentlemen:

Number of inspections made for year ending December 31, 1974:

New Sewage System Installations and Inspections	6
Inspection of overflowing septic tanks	25
Dye Testing Faulty Sewage System	8
Water Samples, Test for Fecal Coliform	13
Milk & Dairy Products Test for Contamination	171
Vapor Baths, and Massage	27
Catering Establishments	3
Frozen Desserts	6
Garbage Removal	6
Milk & Cream	49
Food Establishment	38

Mobile Food	2
General Licenses	34
Oleo	15
School Cafeteria & Restaurant Inspections	75
Swab Test Cultures — Schools and Restaurants	130
Consulting in Building Projects	6
Inspections of Quarters for Animals	11
Inspection of Human Habitation	4
Percolation Test Inspections	6
Miscellaneous	20
Inspection of Service Station Rest Rooms	14
Board Meetings	12
Inspection of Swimming Pools & Water Samples	8
Water Analysis	11
Transportation of Vaccine	8
Vermin Control at Town Dump	12
Air Pollution Complaints	1
Screening Programs	3

Continuing on-going programs Eastern Middlesex Mental Health and 735, Inc.

Respectfully submitted,

JAMES J. NUGENT, JR.
Health Director

To the Honorable Board of Selectmen:

In November of 1974, Dr. Robert W. Wakeling resigned from the Board of Health after ten years of public service. Although Dr. Wakeling's duties continue in the School Department and in private practice, his leadership and vast knowledge, with his gentle persuasion, will indeed be missed.

The Board of Health greatly appreciates the expertise lent to us by Mr. Paul C. Nicholas as the interim appointee of the Selectmen.

Our Health Director continues to supervise and direct all the multi-duties of this Board and serves as the Executive Officer.

The services of Eastern Middlesex Guidance Center and Seven Thirty-Five, Inc., persist to be wide-spread and greatly needed in today's fast-moving society. A successful mumps clinic was held for the seventh and eighth graders with good student-parent-school participation.

The Board of Health continues its mosquito spraying program with its general purpose to remove encephalitis and its total aggravation to its local townspeople. The Board maintains the results justify the continuance of this intensive program. Continuing bacteriological testing of milk and food is being conducted in the local food establishments and school cafeterias. A successful Rabies Clinic was held this year and over four hundred dogs were innoculated with the vaccine. The Board of Health upholds the local leash law and wishes all dog owners would abide by the present law.

The Board of Health has established a Health Advisory Council. The purpose is to define the health needs of the residents in the Town of Reading and with continuing input from it local citizenry, to implement programs for the Town.

An addendum to the annual report is a subsequent report from Seven Thirty-Five, Inc., Eastern Middlesex Guidance Center, Combined Visiting Nurses Association, and Dr. Gardiner A. Lester.

Respectfully submitted,

DR. THOMAS J. DOWD, Chairman
Reading Board of Health

READING 735 INC. — ANNUAL REPORT

The 74-75 fiscal year at 735 Inc. of Reading was a year of growth and transition to more comprehensively meet the needs of the Reading community. In direct services to clients, our individual counseling caseload reached a total of 43. The counseling that was offered was both long and short term, individual, couple and group.

With the implementation of two specific programs at the Reading Memorial High School, contact with a variety of youth in the town was increased.

The staff, through the cooperation of the Office of the Superintendent of Schools and a grant by the U.S. Office of Education, attended a two week training session in October at the Adelphi University National Training Institute with local teachers. Techniques in developing a school-based intervention program were learned.

735 Inc. in Reading is also involved with 16 students within the high school who are referred to us for individual counseling by the Core Evaluation teams.

Additional functions held at the Chute St. center, between our hours of 11-7 Monday through Friday, are crisis intervention, both through telephone and person-to-person contact; extended raps with youth who drop by the center; continuing contact with other community, state and federal agencies which specialize in programs that offer information and help to youth in the areas of employment, special training and education, etc.

Accessibility to the community has been maintained through a variety of ways such as public speaking, referrals from other community agencies (Police Department, Office for Children etc.), and use of available mass media.

We continue to have available, through the main 735 Inc. office in Melrose, the Expedition 735 program (an Outward Bound related program), Hot Line, a central counseling service, adolescent residency, Foster Care Program, temporary shelter, additional referral resources and C.A.S.E., a program conducted through the Woburn District Court.

Respectfully submitted,

RICK RIESENBERG
EILEEN WIEGAND

ANNUAL REPORT OF

EASTERN MIDDLESEX MENTAL HEALTH ASSOCIATION

The Eastern Middlesex Mental Health Association is a non-profit corporation whose members live or work in the Eastern Middlesex Area and are interested in the promotion of positive mental health. The Association, in partnership with the Department of Mental Health, sponsor the Eastern Middlesex Guidance Center. The community support for the Guidance Center comes through the Reading Board of Health.

The Guidance Center offers a variety of services to meet the mental health needs of the area. The services include:

1. Traditional Outpatient Services: Individual, group, couples, family and play therapy.

2. Consultation and education to schools and other community agencies.

3. Activity Center — Mind and Body Therapy in the setting of a therapeutic gymnasium.

4. "Our Place" — Drop-in-Center and outreach program using socialization and educational programs for all ages.

5. Volunteer Program — recruiting, training and supervising volunteers who work in various Guidance Center and other programs.

6. After Care — a beginning program involving volunteers at Danvers State Hospital and in the community.

7. Crisis Intervention Team for Children — a new program offering outreach, evaluation and referral to children at risk because of the mental illness, alcoholism or incarceration of a parent.

8. Advocacy for the Elderly — assessment of the needs of the elderly and development of new programs to meet them.

9. Student Training — clinical experience, under supervision, of graduate students in the mental health field.

The main location of the Guidance Center is 549 Lebanon Street, Melrose, with satellite offices in other communities. Additional information on programs and services may be obtained by calling the Center at 662-6400.

Respectfully submitted,

JAMES J. O'MALLEY,
Executive Director

REPORT TO READING BOARD OF HEALTH

for

SERVICES PROVIDED BY THE VISITING NURSE ASSOCIATION

in 1974

105 Nursing visits

This includes follow-up of premature infants, tuberculosis patients and visits to families with other communicable diseases

30 Hours of nursing time for clinics. This was for:

Mantoux testing of food handlers
Four (4) day flue clinic

In 1974, we were operating far below our actual cost of providing community health service. As of February 1, 1975, the Board of Directors voted a change in fee per nursing visit and for hourly service.

We continue to be available for any health service the Board of Health would like to implement. As per our discussion, we shall implement a lead screening program in May, 1975.

Respectfully submitted,

JACQUELYN DEEGAN, R.N.
Executive Director

REPORT OF INSPECTOR OF ANIMALS

To The Honorable Board of Selectmen:

Gentlemen:

I hereby submit my report as Inspector of Animals for the year January 1, 1974 to January 1, 1975.

Fifty six dogs, five cats and one Hampster were quarantined for the usual ten days for biting or scratching various individuals, and the same eventually released.

One dog was killed in an automobile accident, but someone was severely bitten before it died. It was then buried, rendering a laboratory examination unsatisfactory. This is a dangerous practice and could mean someone's life. Any animal that succumbs during a ten day period after inflicting a body wound should be examined by the Massachusetts Department of Public Health. This is a state law, and is for the protection of the individual injured, as well as preventing a Rabies epidemic.

The annual inspection of all barns and sheds housing livestock, and the livestock within the town, was conducted as per request of the Massachusetts Division of Animal Health, disclosing there to be 1 cow, 7 horses and 42 ponies.

No Contagious Infectious diseases were noted.

Respectfully submitted,

Gardiner A. Lester DVM
Inspector of Animals

Report of the Dog Officer

To the Board of Selectmen:

Gentlemen:

For the year 1974 there have been 452 complaints on dogs investigated. 193 dogs picked up and confined. 151 were claimed by their owners, 31 were sold to other owners and 11 had to be destroyed. There were 372 dogs reported lost or missing of which 182 were either found or returned home of their own accord. The other 190 were either never found or the owners never called back to let me know their dog had returned.

For the year 1974 $223.00 was collected for fines, violations or for the sales of dogs and turned over to the Treasurer and receipts received for same.

I would like to thank the many people who have helped me through the year, the Police Department who help cover for me when I cannot be here, the Board of Selectmen, the Town Counsel, the Town Clerk's Office, Ralph Wilson, The Chronical, Carl Bergenheim the Assistant Dog Officer and the people of Reading who are cooperating with our Leash Law.

I especially wish to thank Mr. Fred Nichols the owner of the Fairlawn Kennels.

Respectfully submitted,

Ralph C. Marden, III
READING DOG OFFICER

Report of the Inspector Of Buildings

To the Honorable Board of Selectmen

Gentlemen:

I hereby submit my report for the year 1974

23	New one family dwellings at an estimated cost of	715,200.00
6	New private garages	18,900.00
1	New commercial garage	129,000.00
7	New commercial buildings	308,000.00
75	New or altered roofs	810,740.00
40	New additions	215,008.00
38	Alterations	181,168.00
16	Signs	11,127.00
24	Porches	39,990.00
68	Swimming Pools	172,148.00
6	Raze buildings	5,400.00
5	Miscellaneous structures	4,050.00
	Total estimated cost of all new and remodeled buildings for the past year	2,610,731.00

Total number of permits 309

Fees were received in the amount of $2,422.00. These have been turned over to the Town Treasurer and receipts received for the same.

Fees, plus postage for mailing, were received in the amount of $43.50 from the sale of Building Code Books. These have been turned over to the Town Treasurer and receipts received for the same.

Respectfully submitted,

CHARLES H. STAMATIS
Inspector of Buildings

Report of the Gas Inspector

Honorable Board of Selectmen

Gentlemen:

I hereby submit my report for the year ending December 31, 1974. A total of 93 permits were issued and inspected. Fees were received in the amount of $535.00.

Respectfully submitted,

WILLIAM R. HARRISON
Gas Inspector

Report of the Plumbing Inspector

Honorable Board of Selectmen

Gentlemen:

I hereby submit my report for the year ending December 31, 1974. A total of 200 permits were issued and inspected. Fees were received in the amount of $1,580.00.

Respectfully submitted,

WILLIAM R. HARRISON
Plumbing Inspector

Report of the Wire Inspector

Honorable Board of Selectmen

Gentlemen:

I hereby submit my report for the year ending December 31, 1974. A total of 424 permits were issued and inspected. Fees were received in the amount of $1,909.50.

Respectfully submitted,

BLANCHARD K. STODDART
Inspector of Wires

Report of the Planning Board

The past year has been a most unusual year for Reading's Planning Board. The work in prior years normally consisted of zoning by-law hearings, consideration for changes to the by-laws, and some effort in long-range planning. The past year was virtually devoted to the long-range planning of mass transportation for Reading — specifically, planning related to the proposed extension of the MBTA's Orange Line northerly in the existing B&M right-of-way (ROW).

In the fall of 1973, the Board was contacted by Representative Nordberg and advised that the MBTA had purchased the B&M ROW and was actively planning for the extension of the Orange Line north — possibly to the junction of the R.O.W. and I-93. Subsequently, the Board determined that the Town should fully familiarize itself with the MBTA's plans and establish a close contact with the "T" in order to incorporate the Town's plans with those of the "T".

In the spring of '74, the Annual Town Meeting authorized monies for the engagement of a consulting firm to assist the Board in evaluating the T's plans in regard to the impact on the Town of Reading.

Subsequently, two very active groups have worked diligently and have been of especial value to the Town on this matter — namely, the

Reading Council on Transportation and the League of Women Voters. The Board is most grateful to both of these bodies for their invaluable contributions of time, rationale, and out-of-pocket costs.

The ultimate development of mass transportation to Reading is still unresolved. Although the latest indicators are that it will take the form of a major terminal at Route 128, it is the Board's opinion that a diligent effort by Town Government and the citizens of the Town will be required for several years to be assured that our interests are to be afforded the continued high level of respect that has evolved in 1974.

Only two significant pieces of zoning legislation were enacted in 1974. The Annual Town Meeting authorized expansion of the flood plain zone in the Revay Meadow drainage area. The Special Town Meeting held in the fall authorized the rezoning of the Depot Area from residential to business for the purpose of providing for more productive use of the depot building and area.

The Planning Board is appreciative of the high level of interest in land use that the Town's citizens have displayed in 1974. Reading has a fixed area of land available for its public and private usage. The continued cooperation of the Town's governmental bodies and its private citizens will be needed to allow for optimum land usage for the good of all.

Respectfully submitted,

PLANNING BOARD

Curt E. Nitzsche, Chairman
Melvin E. Jones, Secretary
Maureen T. O'Brien
Joseph C. Strum

Report of the Finance Committee

The Following is a summary of the Peat, Marwick, Mitchell Report, Consultants to the Finance Committee:

Peat, Marwick, Mitchell & Co. (PMM&Co.) has completed its engagement to assist the Town of Reading in improving its organization and operations through the development of a management improvement program. The attached final report outlines the report format, describes the study's objectives and PMM&Co.'s approach, discusses findings and detailed recommendations relating to the Town of Reading's eight major functional areas, and presents PMM&Co.'s recommended implementation strategy and timetable.

This report provides a general overview and management summary of the study results by briefly describing the study's background and objectives, highlighting PMM&Co.'s key recommendations, and establishing the implementation groundwork.

BACKGROUND AND OBJECTIVES

Recognizing the Town of Reading's need to improve its organization and operations through an analysis and modernization of management activity, the Finance Committee requested that PMM&Co. develop a management improvement program. The overall objective of the program was to improve the efficiency and effectiveness of town government operations and thereby ensure that the needs of citizens and town officials are met on a timely basis. The study encompassed the entire range of governmental operations, with the goal of establishing new and improved methods of conducting business. PMM&Co. headed the study team, and was assisted by Charles M. Evans & Associates, municipal management consultants.

After reviewing the operations of key town offices, departments, commissions, and committees, PMM&Co. developed recommendations to improve the effectiveness of the town's services to citizens and the economy of the town's operations. Following intensive review, modification, and approval of recommendations by a town steering committee, PMM&Co. prepared an action-oriented plan for implementing those recommendations in accordance with town priorities. The improvement program focuses on the Town of Reading's eight major

functional areas: personnel management, procurement administration, fiscal administration, data processing, planning and budgeting, property management, facilities management, and communications.

SUMMARY OF RECOMMENDATIONS

Based on its review and analysis of the Town of Reading's eight major functional areas, PMM&Co. developed a number of key recommendations. These and other auxiliary recommendations are discussed in detail in the final report as the central elements of the management improvement program. The following represents a brief summary.

Personnel Management

PMM&Co.'s recommendations for improving personnel management involve the development of new policies and procedures. In addition, several suggestions for expediting the personnel function are identified.

Procurement Administration

PMM&Co.'s recommendations for improving procurement administration are based on the development of a partially centralized purchasing system and the establishment of standard procedures and forms. The potential of centralized inventory was considered; however, the evaluation indicated that no significant cost-benefit could be achieved with present volumes.

Fiscal Administration

PMM&Co.'s recommendations for improving fiscal administration involve short-range recommendations to improve current procedures, modify current systems, and develop new accounting systems, including a centralized appropriation accounting system. For the long-range, an integrated financial and management information system is recommended.

Data Processing

PMM&Co.'s long-range recommendation is for the Town of Reading to develop an integrated data processing system. The scope and extent of PMM&Co.'s review did not allow for a detailed definition of the in-

tegrated system needs of the town or a thorough analysis of the alternative approaches to data processing. However, the long-range nature of the development effort and the lack of expertise on the part of town personnel indicate that the first step should be to establish a framework and organization for the development effort. Accordingly, PMM&Co.'s single specific recommendation is that the town create a data processing committee reporting to the Selectmen to assume an advisory role on townside computer utilization.

PMM&Co.'s short-range recommendations in the area of data processing involve the installation of an accounting computer for appropriation accounting, modification and expansion of the existing payroll system, and development of an automated Accounts Receivable and Cash System. These recommendations are discussed in detail in the Fiscal Administration section of this report.

Planning and Budgeting

PMM&Co.'s recommendations for improving the planning and budgeting function include developing a program budgeting approach, improving budgeting guidelines, and establishing standard formats. The possibility of developing a community profile as a first step toward a comprehensive master plan was discussed during the study; however, the need to conduct specific land use and terminus location studies (already initiated by the Planning Board) was judged to warrant higher priority.

Property Management

PMM&Co.'s recommendations for improving property management involve a transfer in the responsibility for equipment maintenance. Preventive maintenance and repairs should be centralized in the Public Works Department and standardized for all town-owned vehicles by type of equipment.

Facilities Management

PMM&Co.'s recommendations for improving facilities management relate to an increase in space and the centralization of services.

Communications

PMM&Co.'s recommendations for improving communications involve the central coordination of key functions, development of a new telephone system, incorporation of the Tree Warden into Public Works, and centralization of the location of all inspectors.

IMPLEMENTATION

PMM&Co.'s implementation plan (presented in Section XI of the report) outlines approximately 30 recommendations, identifying initiation responsibility, implementation responsibility, priority, and time allocation for each. The plan is structured to correspond generally with the sequence of the material out-lined in the report.

The problems and potential for improvement addressed by PMM&-Co.'s recommendations are major, and the benefits available to the Town of Reading and significant. PMM&Co. thus strongly urges that town management allocate the resources required to implement the recommendations. After carefully reviewing the report, assigning responsibilities for the project and tasks and obtaining necessary approvals, the Finance Committee should designate an individual or sub-committee as Project Coordinator responsible for ensuring timely and orderly implementation.

* * * * * * * * *

PMM&Co. appreciates the opportunity to have assisted the Town of Reading in developing a management improvement program. We would like to thank the steering committee, members of the Finance Committee, and all other town personnel who participated in this study. Their sustained effort and cooperation was essential to the successful completion of the engagement and will help ensure orderly and effective implementation.

Report of the
Superintendent Of Insect Pest Control

TO THE HONORABLE BOARD OF SELECTMEN:

I submit report as Superintendent of Insect Pest Control.

About two hundred-fifty elms were checked for Dutch Elm Disease. The Shade Tree Laboratory at Amherst certified sixty-four as being diseased. Fifty-two of these trees have been removed to the land fill site for burial and most of the stumps have been cut to below grade on roadside areas. The remaining twelve elms will be removed as soon as weather permits or as we receive release forms from the property owners. An additional ninety-nine elms were removed from private property that were dead and infested with the Elm Bark Beetle, the carrier of the Dutch Elm Disease.

A dormant spray of Methoxchlor for the control of the Elm Bark Beetle was applied to all public elm trees.

The Lowdin Treatment (testing for the control of the Dutch Elm Disease) on some of our public elm trees treated last year can be dtermined as partially successful. We hope to continue the program again this year on a smaller scale.

The spray for the control of leaf eating insects and other shade tree pests were applied as usual to the public shade trees.

Apparantly wet weather and mild winters have favored the increase of the Japanese Beetle. Repeated spraying against the adult with the pesticide Carbaryl will give control. Chlordane can be used primarily for the grub stage that overwinters in the turf, feeding in late fall and early spring on grass roots.

The gypsy moth has been making a slow comeback in some of the heavily forested areas in Reading. We have been keeping a close count on the population of these insects to determine if spraying is warranted but to date we find that natural predators have been keeping this insect in check. We have asked and received assistance from the State Department of insect control on this project.

I would like to take this opportunity to thank the Board of Selectmen, the men of this department and all others who have assisted me in the past year.

Respectfully submitted,

Irving E. Dickey, Jr.
Supt. Insect Pest Control

Report of the Tree Warden

To the Citizens of Reading:

I submit my report as Tree Warden for 1974.

Twenty-four elm trees were removed from public property infected with Dutch Elm Disease. It was also necessary to remove one hundred-fourteen additional trees, eighty percent being the sugar maple variety unable to withstand our present day environment on roadside conditions. Nine trees were removed to assist the Board of Public Works. Seven were removed under Chapter 87 sections 3-5 and the remaining ninty-eight were either dead or in a dangerous condition.

One hundred and eighty trees were planted, most of these trees were planted on private property adjacent to the sidewalk. A tree planting fund has been established to fill in barren locations such as Main Street, we hope this project will continue to meet with support and approval.

The low branches and deadwood were removed from seventy-five streets. The light wires were also cleared on these streets, and the Electric Light Department paid for this clearance. The Telephone Company has also been billed for this work.

I would like to take this opportunity to thank all those that have assisted our department in the past year.

Respectfully submitted,

Irving E. Dickey, Jr.
Tree Warden

Report of the Personnel Board

The Personnel Board held forty-two regular Monday meetings during the past year and participated in numerous subcommittee meetings, collective bargaining meetings and meetings with various other Boards and department heads.

The level of the Board's activity expanded and improved remarkably, largely as a result of two significant changes. First, full-time administrative assistance, in the person of Mr. James Morley, became available for the first time, making it possible to undertake some overdue major projects, such as the establishment of complete personnel records and a major revision of the Personnel By-Law. Second, the Board completed its first full year with its expanded, five-member, organization, providing far-greater flexibility and facilitating an effective subcommittee approach to several projects.

Participation in labor negotiations continued with increased continuity and effectiveness. Non-union salary increases during the past fiscal year were determined for the first time under a policy which was sensitive to merit and performance. Further refinement of this prinicple should result shortly in a merit progression plan for salary range administration.

Projects still awaiting completion include the By-Law revisions and preparation of an "Employee Handbook" covering personnel policies of the Town.

Respectfully submitted,

DAVID F. HAM, Chairman
JAMES J. FANDEL
LEO R. CAMPBELL, JR.
DAVID W. KRUGER
JOHN C. NEWMAN

Report of the
Town Forest Committee

To the Citizens of Reading.

We submit our Report for 1974.

The Forest has been used by Boy Scouts for camping and conservation work. The Camp Fire Girls have had day activities. Church groups have used the easterly Council Ring for day affairs.

The usual brushing of the roads has been done.

Vandalism and the leaving of refuse continue to be a problem, and makes it unpleasant, if not impossible, for many persons to enjoy the Town Forest.

Respectfully submitted,

GEORGE B. PERRY,
Chairman

IRVING E. DICKEY,
Vice Chairman

BENJAMIN E. NICHOLS,
Secretary

Report of the Board Of Appeals

To the Honorable Board of Selectmen:

During the year 1974, the Board of Appeals met 11 times, and heard 18 petitions.

Of the 20 applications submitted, the following disposition was made:

Granted	14
Denied	4
Withdrawn without prejudice	1
Scheduled for January, 1975	1

Three of the petitions heard were appeals from decision of the Building Inspector, and 15 were concerned with variances from the Zoning By-Laws.

Respectfully submitted,

John A. Anderson, Chairman
John B. Tewksbury
Thomas C. Chase

Report of the Cemetery Trustees

SUPERINTENDENTS REPORT

To The Board of Cemetery Trustees:

The following is a brief summary of Cemetery operations for the calendar year January 1, 1974 to December 31, 1974.

Office records show there were a total of 116 interments during the year.

Interments	Laurel Hill	Forest Glen	Total
Adults	23	77	100
Cremations	5	8	13
Stillborns	1	2	3
	—	— —	—
	29	87	116
Total to date	7,742	1,860	9,602
Sale of Lots & Graves			
10 Grave lots	0	1	1
6 Grave lots	0	1	1
4 Grave lots	0	3	3
3 Grave lots	0	4	4
2 Grave lots	0	37	37
Single Graves	2	18	20
Veterans (free)	0	6	6

Total number of lots and graves sold to December 31, 1974.

Lots	1,416	1,203	2,619
Single Graves	1,144	324	1,468
Foundations installed and markers set.			
Monuments	0	28	28
Markers	15	14	29
Governments Markers set (free)	4	11	15
	19	53	72

In Laurel Hill continued effort was made to improve our Perpetual Care fund, a total of $1,830.00 being added during the year.

Vandalism was rampart during the year with scarcely a week passing without monuments being tipped. Cemeteries throughout the country are experiencing this problem to a great degree with none finding a reasonable solution other than tight security. A new Massachusetts law gives stiff penalties for acts of vandalism provided the municipality has accepted the law. The Cemetery Board will have this law before Annual Town meeting members for their approval.

During the summer period of drought when regular maintenance was not too demanding, the exterior of the service building was painted by the personnel of the department. It was also found that two shed roofs were in poor condition. These were reshingled by the same crew.

Sixty feet of disintergrated retaining wall was dismantled and entirely rebuilt at Laurel Hill. This was a prerequisite to erecting a new chain link fence on its upper surface.

CHARLES STREET

As in past winters additional area was cleared by the men of the department. Later in the season approximately 10,640 cubic yards of fill was purchased and hauled in with another 1,000 cubic yards donated from various town projects.

Detailed plans for layout, grades, drainage and landscaping were developed by Mr. Herbert Philpott, Civil Engineer and Cemetery Consultant. In 1975 the plans call for bringing the already filled area up to proper grade.

I am very grateful for the co-operation and good will so well demonstrated by the Cemetery Board, and other departments of the Town.

Respectfully submitted,

J. Henry Vik
Superintendent

The report of The Superintendent as submitted is hereby approved by The Board of Cemetery Trustees and constitutes its Report to the Town.

Edouard N. Dube', Chairman
Clifford P. Wadman, Secretary
Harold F. Davis
Charles E. Ellis Jr.
Herbert F. Gent Jr.
Stanley F. Maxwell

Report of the
Custodian Of Soldiers' And Sailors' Graves

To the Honorable Board of Selectmen:

As required by Section 9, Chapter 115 (Revised) of the General Laws of The Commonwealth I submit my report for the year ending December 31, 1974.

Where Veterans of the armed forces have served in more than one war, insurrection or conflict, the following gives credit for only one.

Credited Service	Veterans
Revolutionary War	41
War of 1812	12
Mexican War	2
Civil War	291
Indian War	1
Spanish War	29
State Guard	33
World War I	257
World War II	158
Korean War	12
United States Air Force	4
Viet-Nam	13
German Occupation Force	2
Total	855

Included in the above, the following Veterans were interred in the Town Cemeteries during 1974.

WORD WAR I

Carlton E. Tilton, Lot 1006, Laurel Hill, Interred January 8, 1974

George J. Curren, Single grave 228, Forest Glen, interred June 5, 1974.

Patrick J. Fulton, Lot 810, Forest Glen, interred August 17, 1974.

J. Gordon Stailing, Lot 377, Forest Glen, interred August 23, 1974.

Charles Benner, V. G. 9-A, Forest Glen, interred October 11, 1974.

George B. Williams, Lot 178, Laurel Hill, interred November 25, 1974.

WORLD WAR II

Thomas R. Leahy, Lot 1169-A, Forest Glen, interred January 10, 1974.

Bernard B. Cavanagh, Lot 1320, Forest Glen, interred February 4, 1974.

John R. Baby, Lot 862, Forest Glen, interred May 14, 1974.

William T. Waldron, Lot 486, Laurel Hill, interred June 10, 1974.

Helmut F. Onusseit, Lot 1314, Forest Glen, interred July 3, 1974.

Donald E. Funk, Lot 807, Forest Glen, interred July 22, 1974.

Luther P. Nichols, Lot 649, Laurel Hill, interred August 13, 1974.

Eric T. Groves, V. G. 23, Forest Glen, interred September 26, 1974.

Michael F. Snow, V. G. 115, Forest Glen, interred October 24, 1974.

William M. O'Donnell, Lot 825-A, Forest Glen, interred October 30, 1974.

Donald H. Spaulding, V. G. 125-A, Forest Glen, interred November 18, 1974.

KOREAN

Arthur D. Hicks, Lot 1256, Forest Glen, interred September 16, 1974.

Joseph A. Concannon, Lot 1405, Forest Glen, interred August 2, 1974.

VIET-NAM

Edward E. Penz, V. G. 7, Forest Glen, interred May 30, 1974.

Stephen W. Kelly, V. G. 22-A, Forest Glen, interred October 26, 1974.

VETERAN MARKERS SET **NO CHARGE**

Clarence A. Godfrey	S. G. 294	Forest Glen
John A. Ward	Lot 1326	Forest Glen
Andrew J. Lomax	V. G. 99	Forest Glen
James A. Gorey	Lot 1383	Forest Glen
James Dunning	Lot 1136	Forest Glen
Elmer L. Emery	Lot 998	Laurel Hill
Thomas J. Paulsen	V. G. 75	Forest Glen
Kenneth V. Cutcliffe	Lot 1120	Laurel Hill
Bernard B. Cavanagh	Lot 1320	Forest Glen
Goerge E. Batten	Lot 1049	Laurel Hill
John R. Baby	Lot 862	Forest Glen
Edward E. Penz	V. G. 7	Forest Glen
J. Gordon Stailing	Lot 377	Forest Glen
Luther P. Nichols	Lot 649	Laurel Hill
Arthur D. Hicks	Lot 1256	Forest Glen

Bronze, now a high priced metal, has for years been used for flag holders on Veterans graves. Stealing markers of this kind has become a lucrative business throughout the country. Locally, cemeteries in Wakefield, Stoneham, Peabody and North Andover have been invaded during the night and stripped of all movable bronze. To preclude such theivery in Reading, markers of this metal were picked up and stored until Memorial Day week when they were replaced at proper locations for one week. This procedure will be followed until the threat is passed. In new purchases of this product, consideration is being given to substituting a high quality plastic for the bronze, which if used, should solve the problem to some degree.

Respectfully submitted,

J. Henry Vik
Custodian of Soldiers' and Sailors' Graves

Report of the
Veterans' Agent-Director

Board of Selectmen
Municipal Building
Reading, MA. 01867

Gentlemen:

I Respectfully submit my Annual Report as Director of Veterans' Services and as Agent of Veterans" (31 Dec., 1973 thru. 31 Dec. 1974)

Veterans' Benefits

Recipient Expenses	$74,880.17
Recipients Aided (Ordinary Budget)	87
Medical Aided	66
Fuel Aided	35
Investigations	215
Active Cases (Current)	78
Total Cases (12 Month Period)	188

Veterans' Services

Disability, Compensation & Widow's Pension Applications	42
Screening & Assistance, Soc. Sec. (Supplemental Income) for Aged Blind and Disabled	55
Mass. Dept., of Employment Security Assistance	85
Registration & assistance Jobs for Veterans, E.E.O., C.E.T.A., Operation Mainstream, Manpower & Security	150
Hospitalization and Out-Patient Registration & Aid	66
Counselling for Veterans Administration, Medicaid, BS & BC, Health & Life Insurance, and Abatement Assistance	326
Bonus Applications	59
School Applications	158
On-The-Job Applications	37

This Year it was necessary to request ($3,678.17) the Transfer of Funds from the Reserve Account (Adm. Sal. & Exp.) to complete 18 Month interim budget. It was also necessary to declare ($25,247.81) surplus, and available to Town Meeting use, for the same reason. (Cash Aid)

RUSSELL F. WINAM
Agent-Director

Report of the Community Program For The Elderly

The Community Program for the Elderly was carried on under the management of the Council on Aging, offices of which are in the Community Center. This year the town provided the Council with larger quarters for office use, plus a suitable room for small classes and Drop-In Center. The offices and room were attractively decorated by the Chairman, Mrs. Nathalie Beaton, who resigned the Chairmanship as of December 16. Mrs. Beaton pioneered the Community Program for the Elderly, and we are most grateful for her devoted years of service. The Reading Housing Authority has continued to provide space and facilities at the Housing for the Elderly for most of the 24 classes in various seasons of the year, and their cooperation is much appreciated.

This year there have been a Library Group, four classes in Oil Painting, six in Ceramics, two in Knitting, and two in Crewel Embroidery, one in Homemaking, one in Choral singing, one in Photography, and an Exercise class, and shorter classes in Crafts, Discussion and Play Reading. Bowling was scheduled every Monday morning throughout the year; also two classes in Contract Bridge were enthusiastically attended.

The class schedule was discontinued for the summer, and instead, as in previous years, there were five special Summer Programs including cookouts, games, a square dance, ice-cream smorgasbord, and watermellon party with entertainment provided by the Check-Mates, the Quannapowitt Players, the Friendship Company and a Movie. Also during the summer two theater parties were arranged to the North Shore Theater in Beverly on July 13 for "Kiss Me Kate," and on August 10 for "No, No, Nanette."

The Council Van provided transportation to and from classes as well as to meetings of the Golden Age Club events, Thursday trips to shopping centers and Friday trips to Reading Square, and our Drop-In Center at the Community Center, the bowling session on Monday morning and theater parties and special events. A summer-schedule bus route was set up for transportation of Senior Citizens to Redstone, North Reading, and Reading Square shopping centers. The Counsil sponsored special bus trips for Reading Senior Citizens to Millis, Kennebunkport and Portsmouth.

The Health Program has continued this year under a grant from the Commonwealth of Massachusetts. This is conducted in cooperation with the Combined Visiting Nurse Association, a physical therapist, and Dr. Vincent C. Guerra, a member representing the Board of Health. This involves testing of weight, urine, and blood pressure and private conferences with a visiting nurse, as well as health talks at the Golden Age Club. The Exercise class is closely affiliated with this health program. This year, through the cooperation of the Board of Health, a Flu Clinic was held at which 208 shots were administered with the volunteer services of several local physicians, and the Combined Visiting Nurse Association.

The Annual dinner was held this year at St. Athanasius Church with 225 in attendance. Prizes and flowers were again generously donated by Mr. Abraham Berson and Eric's Greenhouses.

A sub-committee of about ten under the Chairmanship of Mrs. Edith Sias has been calling regularly on shut-ins. This committee makes special favors for holidays which they personally deliver.

The "Elderberries" (the Council newsletter) was sent in June and September to all known elderly in Reading.

Many volunteers and organizations have worked with the Council all through the year to help make the programs a success.

Respectfully submitted,

VIRGINIA GENT HODSON,
Chairman

Report of the Fire Department

FIRE DEPARTMENT ROSTER

CHIEF

Robert W. Pratt

DEPUTY CHIEF

Victor H. Cail

CAPTAINS

Robert W. Shannon
Leslie L. Hadley, Provisional
Harvey J. Racine, Provisional
Robert H. Thomas, Provisional
Theodore W. Turner, Provisional

LIEUTENANTS

Leonard J. Redfern
Arthur W. Steele
Russell E. Carter
Donald V. Jackson

FIRE FIGHTERS

*Richard D. Brown
Gerald W. Humphrey
Nelson F. Andrews
Ronald D. Michelini
Frederick E. Livingstone
Donald L. Michelini
George L. Turner
Ernest G. Babcock, Jr.
Richard E. Van Horn
Wilfred E. Boudreau, Jr.
Daniel J. Doran
Willard F. Nichols
Peter R. Vincent
Malcolm W. Hubbard
Alan B. McMahon
William F. Campbell III
James A. Stevenson
John F. Beaudoin, Jr.
Roger C. Quimby
Arthur H. Vars
Stephen A. Ballou
Philip G. Dole
George E. Cress
James D. Freda
Steven M. Granelli
Donald L. Wood
Robert J. Campbell
Stephen M. Shea

Robert P. O'Brien
Joseph T. Hindes, Jr.
Verlon Curtis
Joseph Cummings III
James W. Sharkey
Thomas W. Lyle
Anthony J. Gentile
Paul D. Murphy

Kenneth N. Campbell, Jr.
*Edward Roy Tribble
David C. Bishop
John A. Faulkner
John T. Kucinski
Gordon E. Sargent
Donald E. Stead
John T. Mooney

Domenic D. Ricci

CLERK

Ruth K. Murray

MECHANIC

Albert A. Tarpin

SUPT. OF FIRE ALARM

Robert W. Pratt

FOREST WARDEN

Robert W. Pratt

DEPUTY FOREST WARDENS

Deputy Chief, Victor H. Cail
Captain, Robert W. Shannon
Lieut., Robert H. Thomas

Irving E. Dickey, Jr.
Benjamin E. Nichols
George B. Perry III

*Resigned
#Appointed to fill vacancy

ONE HUNDRED AND TWENTIETH REPORT OF THE FIRE CHIEF

REPORT OF THE FOREST WARDEN

REPORT OF THE SUPERINTENDENT OF FIRE ALARM

To the Honorable Board of Selectmen

Gentlemen:

The annual report of the Fire Chief, Forest Warden and Superintendent of Fire Alarm is herewith submitted.

MANUAL FORCE: The authorized permanent force consists of Chief, 1 Deputy Chief, 5 Captains, 4 Lieutenants, 45 Privates, 1 Clerk and 1 Mechanic. Twenty-five Auxiliary men are trained and equipped and help our department at multiple alarm fires and in many other ways, for which we are extremely grateful. There are two vacancies in the department. Donald C. Mitchell retired September 30, 1974 after 28 years of service. He was appointed Fire Fighter July 1, 1946 and went up through the ranks and appointed Chief January 6, 1971.

APPARATUS: Station 1, Pleasant Street - Engine 1, a 1000 gal. per min. Maxim (Ford chassis) pumping engine, purchased in 1973; Engine 5, a 750 gal. per min. Young (Ford chassis) pumping engine, purchased in 1969; Car 7, a ½ ton Chevrolet pickup truck (1972); Car 4, a Cadillac ambulance (1971); a 1972 Chevrolet sedan used by the Deputy Chief and a Datsun sedan (1973) donated by the Hurlbert Datsun Agency and used for Fire Prevention and Inspection work.

Station 2, Woburn Street - Engine 3, a 1000 gal. per min. Seagrave pumping engine, purchased in 1961; Engine 2, a 1000 gal. per min. American LaFrance pumping engine, purchased in 1957; Rescue 1, a 1960 Dodge; Ladder 1, an American LaFrance 85 ft. aerial ladder tiller truck (1965); Engine 4, a 1952 Chevrolet 400 gal. per min. pumping engine, used for dump and woods fires and as a lighting plant; also a 1975 Ford sedan used by the Chief.

Haverhill Street Garage - The 1962 Dodge Fire Alarm truck and the 2-wheel 500 gal. per min. Trailer Pump (1944) are kept in this building.

SERVICE RECORD:

356 Bell Alarms, 146 of which were false
419 Still and Telephone Alarms, 14 of which were false

737 Service Calls
498 Ambulance Runs

58 Mutual Aid calls to other communities
26 Calls to fires in buildings and dwellings
128 Grass and brush fires
35 Automobile fires
69 Dumpster, incinerator and leaves fires
8 Tests made for gas
32 Calls for assisting persons locked out or in
9 Calls for assistance rendered to Police

PERMITS ISSUED:

116 Power Burner and Oil Storage
34 Blasting
12 Special Permits

Ambulance fees turned over to Town Treasurer amounted to $2,260.50.

Fire Loss for 1974 as reported to date on property endangered (valuation $1,151,577.78) is $205,588.26. Insurance paid on loss is $141,330.11. Uninsured loss is $64,258.15.

FIRE STATIONS: Station 1 on Pleasant Street is in fairly good condition, considering that it is 90 years old and in need of regular maintenance and repairs.

Station 2 on Woburn Street: Two of the three apparatus doors were electrified last year and hope to do the third one this coming year along with painting the trim and interior painting.

TRAINING AND EDUCATION: We continue to use the training facility on Haverhill Street for all phases of fire fighting and use of equipment, in addition to pump operation and testing. All men have attended the 2 week Heavy Duty Rescue School in Topsfield. This year 6 men have attended the 6 week course at the Mass. Fire Training Academy in Stow. We are limited to how many men we can send to this course. Last year 11 men attended the EMT courses at Winchester Hospital and Melrose-Wakefield Hospital. At this time we have 2 men attending classes at Winchester Hospital. Here again we are limited to how many we send because we have so many certified men and other communities have none. At this time we have 20 men who have com-

pleted the 81 hour course, 10 of whom have passed the Federal Emergency Medical Technician Exam, 5 are waiting results of their test. Each of these men attended these courses on a volunteer basis.

FOREST FIRES: All burning in the open has been banned. Last year during the period of March 15 to April 15 burning in the open was permitted under special conditions. Ninety-eight permits were issued at that time. There are many unlawful bonfires in the town forest that are extinguished when we are notified.

FIRE PREVENTION: The In-service Inspection program of commercial and manufacturing properties, apartments, schools and other buildings used by the public has continued and many hazards have been eliminated. Fire drills in schools have been conducted when it is required by law; also the required inspections of nursing homes.

FIRE ALARM: The box testing has been continued and testing of inside fire alarm systems in schools and public buildings was done. We are still removing old iron wire that has been in use many years.

RECOMMENDATIONS: Some thought should be given to replacing the mechanical repeater, the heart of the fire alarm system, which is over forty years old, with a new transistor type console. Also to replace our present Engine 2 purchased in 1957.

In conclusion, it is my privilege to thank all members of this department for the faithful performance of their duties. All other town officials and departments are also thanked for their continued cooperation with this department.

Respectfully submitted,

ROBERT W. PRATT
Chief of Fire Department
Forest Warden and
Supt. of Fire Alarm

Report of the Town Counsel

Nineteen Seventy-Four was the second calendar year in which the Town of Reading was represented by the law firm of Tyler & Reynolds. The principal attorney for the firm as Town Counsel is Donald L. Connors, Esquire. All lawyers in the firm are available to the Town.

This was an active year. The Town's demand for legal services is expanding at a rapid rate. The legal environment in which the Town operates has become increasingly complex by reason of new state and federal law and regulation. Zoning, education, sex discrimination and the Taxpayers suit arising from the reduction of the school budget were of particular concern. Labor relations and implementation of Chapter 766, and the Town's active conservation program also highlighted this year.

Major litigation included matters in connection with Town zoning by-laws, defense of the Municipal Light Department in a suit brought by the Tax Collector of North Reading seeking payment of taxes for property owned by the Department in North Reading which was decided in Reading's favor by the Supreme Judicial Court; a claim of unlawful sex discrimination brought against the Town; and arbitration arising out of construction of the New Reading High School. General legal services were rendered to the various town officers, boards, committees and departments.

Services were also rendered in the preparation for and holding of the 1974 Annual Town Meeting and the October Special Town Meeting.

Report of the
Sealer Of Weights & Measures

Gentlemen:

Last year was a very active one for the Weights and Measures Department.

Since my appointment as Sealer in September 1974, the department collected $444.70 in sealing fees and another $33.00 in adjusting charges for a total departmental income of $477.70. The total number of commercial weighing and measuring devices tested was 232. One hundred and twenty-six devices represented retail gasoline metering systems. Total dollar value of gasoline sales in the Commonwealth is estimated presently at one billion 266 million dollars.

Based on the town population of 22,616 according to the last official state census, this then represents a total dollar value of 4 million 700 thousand dollars that Reading consumers spent for gasoline.

Based on these facts even a slight error in volume delivered has a far-reaching economic impact on consumers of gasoline. Therefore, special emphasis was placed on these devices due to the rather large price per gallon increase sustained this past year. Theoretically, based on price increase alone, any metering system that was in error against the consumer had twice the adverse economic impact of a year ago if left uncorrected.

Due to the statuatory requirements that all commercial weighing and measuring devices be tested at least annually I was not able to institute a comprehensive check weighing program for pre-packaged food items in supermarkets. However, this will be given top priority in 1975.

Enforcement of the State Unit Pricing regulations now comes under jurisdiction of local Sealer of Weights and Measures. The State Law was amended last year to include the local Sealers of Weights and Measures in enforcement of the Unit Price regulations. Until the statute was amended the enforcement was left solely to inspectors in the State Division of Standards. Unit pricing is one of the few useful tools consumers have to help guide them in determining which is the best food buy based on the whole unit price for like commodities.

In closing, I would like to thank the Board of Selectmen, Town Department Heads and in particular Mr. John Agnew, Executive

Secretary to the Selectmen for their help, cooperation and guidance since my appointment as Sealer. I am looking forward to giving a needed service to businesses and consumers alike in the year ahead.

Respectfully submitted,

Charles H. Carroll-
Sealer of Weights & Measures

BREAKDOWN OF DEVICES TESTED 1974

Scales	Adjusted	Sealed	Condemmed
over 10,000	2	3	
100 — 5,000 lbs.		3	
10 — 100 lbs.	16	36	3
under 10 lbs.	6	9	
weights			
avoirdupois	3	8	1
liquid measures			
1 gal. or under	1	14	
automatic liquid			
measuring devices			
gasoline	33	126	
oil grease		16	1
vehicle tank meters	5	13	1
yardsticks		4	
totals	66	232	6

ANNUAL REPORT

OF

THE READING PUBLIC LIBRARY

For the year ending

DECEMBER 31, 1974

ANNUAL REPORT

OF

THE READING PUBLIC LIBRARY

For the Reading Public Library, 1974 was a year of intensification — of use by the public, of service to the public and of problems and inconveniences for the public and staff.

USE:

Use of the library continues to grow — especially by the adult public. The number of adults registered as borrowers reached a new high, and the number of items borrowed also increased. Once again the greatest increase was in non-fiction. Total use of the adult library increased 2½%, but use of non-fiction material increased over 4½%. Statistics for the adult library include use by young adults, but random sampling indicates that this percentage remains unchanged — 18% to 20% of this total. The record collection was the only segment of the adult collection to show a decline in use. This seems to indicate that the record collection needs, and it will receive, special attention and strengthening.

The Children's Room showed a small decrease in circulation, but this should not be viewed in a vacuum since almost all of the decrease took place in the first six months of the year, and most of it in use of fiction. This trend was reversed during the second six months of the year, when fiction and records showed a small gain over last year. This development was particularly gratifying to the Children's Librarian, for circulation of fiction and records reflects a voluntary use. Circulation figures for non-fiction material is automatically affected by school assignments. While the total number of children in Reading is decreasing each year, nevertheless the number of children using the library decreased during the previous year by only 20 — considerably less than the decrease in school enrollment.

SERVICES:

In spite of the frustrations and difficulties of working with grossly inadequate physical facilities, the library staff has continued its commitment to meeting public needs and providing new services each year Continuous use of reference assistance is encouraged by the staff's effort to anticipate public interest and provide adequate resources. Such

projects as special book lists related to the 766 Program have been well received by the public. We are pleased that Town Boards and Committees frequently provide the library with copies of their reports for public use. In the fall, the Assistant Director and the Reference staff presented a series of five programs designed to introduce the public to resources in various fields — general reference, programming, careers, local history and business and consumer interests. Response was good and similar programs will be offered.

During this summer the Young Adult Librarian arranged a series of early evening movies for young adults. The programs were all well received with attendance varying from about 20 to over 60. There were no discipline problems and no disruptions.

The Children's Room has been the scene of much activity, and its Librarian presented 40 story-hours for pre-schoolers, and 36 programs for special groups visiting the library (Scouts, Bluebirds, etc.) She also arranged for seven movies (attended by a total of over 440 children), held two "open" or unregistered story-hours and one Sing-a-long attended by over 60. Twenty-one story-hours were held on the playgrounds, but attendance was not as good as at those held in the library.

School and public librarians continue to complement each other. Our film programs were made possible through use of equipment belonging to the School Department, and the schools continue to schedule visits to the library for all sixth grades. The Children's Librarian visited 53 classrooms and supplied 127 book deposits, both subject-oriented and for general reading.

NEW DEVELOPMENTS:

The Board of Library Commissioners ruled that public libraries must provide free access to non-residents in order to qualify for state aid. In March we eliminated charges for non-resident cards, and now have 267 non-resident registered borrowers. The effect of this development cannot be fully determined for some time. In May, use by non-residents was only 188, but in December it was 292, and of course we do not yet know how much this is balanced by Reading citizens' use of other libraries.

Inventories conducted over the past two years led to installation of a security system in August. Public understanding and cooperation have been encouraging and early results indicate it is effective. Among other things, circulation figures (especially non-fiction) have climbed sub-

stantially. Hopefully the system will reduce unrecorded but prolonged "borrowing" as well as outright theft.

PUBLIC PARTICIPATION:

We are grateful to the Friends of the Library for their increased assistance. In addition to sponsoring two Open Houses they have provided assistance at our special programs, sponsored a series of Book Reviews, and taken over service to the nursing homes, homebound and Housing for the Elderly. The College Club has continued the program of story-hours held outside the library. We appreciate their assuming this responsibility and have been glad to provide the necessary resources.

Once again we thank the Reading Garden Club for providing decorations for the holiday season.

PERSONNEL:

We have had a stable but busy staff. Mrs. Jeannette Oberg left the Circulation Department for personal reasons. Mrs. Marion Hunsaker joined the Cataloging Department, on a part-time basis and Mr. Brian Boutilier joined the part-time staff.

The staff has been active professionally. The Director has served as Chairman of the Reading Bicentennial Commission, attended the ALA meeting in New York and numerous professional meetings. The Assistant Director has been active in the Assistant Director's Association and assisted with two programs for the Eastern Regional Library System. The Children's Librarian has given several programs locally, participated in a Story-Telling demonstration at the Massachusetts Library Association and given special programs at Bridgewater and Lynn Public Library.

The entire staff faced and met a challenge when the building was closed for a week in August for installation of the security system and of carpet in the public areas. Rearrangement of the Reading Room necessitated much shifting and all the books had to be evaluated and plated. Afterwards the Circulation Department absorbed the extra work and complications efficiently and cheerfully.

PHYSICAL FACILITIES:

The building is in good condition. The carpeting and air-conditioning are welcome improvements, but extra space is urgently required.

In 1969 we reported to the Town that within a period of 5 years the Department would be in dire circumstances due to space limitations. This year has brought the Department to near crisis proportions. In spite of a disproportionate amount of time spent in moving, shifting and rearranging books to find even ½ a shelf as needed, and in spite of selective discarding, books remain piled on the floor and along the aisles. Complaints from the public increase in frequency and intensity. People can find neither seating space nor books in the confusion without great difficulty. The staff cannot absorb more work nor give up more work space to accommodate the public.

In 1950, when the population of the town was 14,006, an addition was built to the original 1918 structure. The population is now 22,534, and use has risen from 88,991 to 248,655, to give Reading a per capita circulation nearly double the state average. The alternatives that face the library are more space or reduced service. We cannot continue the present policy of increasing service without more facilities.

BOARD OF LIBRARY TRUSTEES

ROBERT J. FIELDS, Chairman	ALFRED R. JOHNSON
WILLIAM H. DIAMOND	GEORGE M. RICHARDS
EDWARD F. FULLER, JR.	BARBARA E. WINKLER, Sec.

STAFF

December 31, 1974

JOYCE K. MILLER, Director

Wilma J. Lepore	Assistant Director
Karen I. Meek	Children's Librarian
Harriett J. Carter	Cataloguer
Marie E. Murphy	Young Adult Librarian
Jean L. Packard	Reference Librarian
Alma Black	Circulation Librarian
Ann Blaisdell	Library Assistant
Jeannette Warren	Library Assistant
Ruth H. Dresser	Library Clerk
Louisa LeBaron	Library Clerk
Marian Webster	Library Clerk
Edith M. Bickford	Part-Time Clerical
Brian Boutilier	Part-Time Clerical
Marion Hunsaker	Part-Time Clerical
Gladys Ogle	Part-Time Clerical
Edna Shaw	Part-Time Clerical
Elaine Singleton	Part-Time Clerical
Irene Sunbury	Part-Time Clerical
Eleanor Zanni	Part-Time Clerical

PAGES

Kevin Duffy	Cheryl Landis
Noreen Flynn	Fred Messeck
David S. Lake, Jr.	Tom Proctor
Louis B. Bacigalupo	Custodian

APPENDIX A

LIBRARY STATISTICS FOR 1974

CIRCULATION	Adult Dept. [Includes Young Adult]	Children's Dept. [Pre-School — Grade 6]
Fiction	77,775	51,551
Non-Fiction	76,616	14,743
Periodicals	9,518	821
Phonorecords	7,790	1,797
Films & Filmstrips	336	17
Prints	692	113
Other	669	—
School Loans	—	6,217
Total	173,396	75,259

Total Library Circulation — 1974 248,655

1973 246,381

Per Capita Circulation — 11
Per Registered Borrower Circulation — 21.3

Interlibrary Loan Borrowed — 327 Loaned — 91

	1973 [292 days]	1974 [289 days]
Average Daily Circulation —		
Adult Department	579.41	599.99
Children's Department	264.36	260.41
Total Average Circulation	843.77	860.40

REGISTERED BORROWERS	1973	1974
Adult	5,668	5,808
Young Adult	2,602	2,624
Children	2,943	2,918
Non-Resident	4	267
Temporary Cards	2	4
Total Registered Borrowers	11,219	11,621

Number of Hours Library is open each week —

	Winter Schedule	Summer Schedule
Adult Department	66	57½
Children's Department	56	47½

APPENDIX B

LIBRARY RESOURCES	Adult Dept.	Children's Dept.	Total
Books, Dec. 31, 1973	54,658	15,349	70,007
Books Added — Fiction	954	446	1,400
Non-Fiction	3,131	328	3,459
Young Adult	335	—	335
Total	4,420	774	5,194
Gifts & Memorials (included above)	175		
Books Rebound	298		
Books Withdrawn —			
Adult	3,807		
Young Adult	268		
Total	4,075	547	4,622
Net Increase			572
Books, Dec. 31, 1974	55,003	15,576	70,579*

Non-Book Materials, Dec. 31, 1974

Pamphlets	3,380	
Phonorecords	2,875	
Framed Prints	103	
Mounted Pictures	5,867	
Filmstrips	145	4
Newspapers	12 (7 daily, 4 weekly, 1 monthly)	
Periodicals	266	
Microfilm — reels	784	

*This figure does not include 1,274 paperback volumes, which do not go through the normal cataloging procedures.

Report of the Conservation Commission

The 1974 Annual Town Meeting voted to acquire for conservation purposes in accordance with the provisions of Chapter 40, Section 8c of the General Laws, the following lands

Assessors Plat No.	Lot No.	Location	Acres
117	1-4	Timberneck Swamp	47.1
169	5	Cedar Swamp	1.44
184	1-7	Cedar Swamp	26.2
185	1-3	Cedar Swamp	20.65
198	2	Cedar Swamp	8.94
199	1-5	Cedar Swamp	25.6
200	1-6	Cedar Swamp	24.6
201	1-3	Cedar Swamp	36.1
214	2 (portion)	Cedar Swamp	Approx .7
215	1-4	Cedar Swamp	25.15
216	1-9	Cedar Swamp	22.15
217	1-6	Cedar Swamp	38.3
218	1-5	Cedar Swamp	22.9
228	10, 11	Cedar Swamp	5.4
229	1-7	Cedar Swamp	32.0
230	1-3	Cedar Swamp	49.0
231	1-7	Cedar Swamp	18.55
242	1	Cedar Swamp	27.17
243	1-3	Cedar Swamp	17.4
194	1-3 (portions)	Off Franklin Street	30.59
210	4	Off Franklin Street	6.88

Since the land acquisition in Cedar Swamp involved twenty-five different owners, the work-load for settlement involved a great deal of time. The perimeter survey involved 108 acres that had been previously taken but was included in the survey in order to cut costs. Therefore, the actual amount of land added to the towns Conservation lands was 345.78 acres (more or less). This means that the town now has a total of approximately 730.90 acres of land for Conservation. Over 650 acres of this land is swamp land (most of it in the great Cedar Swamp); approximately 70 acres are high land that is suitable for hiking, horseback riding, sled riding, nature study, bird watching and other passive recreation.

The Commission contracted with Mr. Dominic Zanni to put in the driveway and parking lot to complete the requirements for B.O.R. funding from the Federal Government for Bare Meadow. The high school Industrial Arts Department made the sign for the site with the Commission providing the materials. The Municipal Light Department provided the poles to be used to fence the actual parking lot so as to not disturb neighbors and the Department of Public Works put up the fence.

The town received $13,371.76 in state assistance and $26,875.00 in Federal Bureau of Outdoor Recreation reimbursements during 1974. It is anticipated that the town will receive approximately $81,500 in reimbursements in mid 1975 as part of the land acquisition program.

At the special town meeting, it was voted to amend the flood plain zoning by-law to add to the Flood Plain District the land located in the Revay well area.

The commission spent considerable time studying proposals for the MBTA line. The report done for the Planning Board by Sasaki, Dawson, and DeMay was studied carefully and found to be quite an extensive and complete report. The MBTA has been informed of the need for a very careful environmental impact statement. Two members of the Commission attend all MBTA meetings that relate to Reading. The Town's well-fields are located quite close to I93 and Lowell Street.

Chapter 131, Section 40 (as amended) was amended again by the legislature this year, and in November, Rules and Regulations were filed by the Department of Natural Resources under the provisions of Chapter 30A as amended. The new rules and regulations are more precise in definitions and requirements. No filling, dredging, etc. can now take place within 100 ft. horizontally of any brook, marsh, swamp, meadow, etc. without a hearing; and no trees can be cut in a wetland without a permit under the act. Copies of the new rules and regulations are available at the Conservation office.

Mr. Charles Downe, Registered Professional Engineer and member of the American Institute of Planners has prepared a Wetlands Protection District for the town in accordance with instructions of the Town Meeting to the Conservation Commission. This change to the zoning by-laws will be presented at the 1975 Annual Town Meeting. The new two-foot contour maps prepared for the Board of Public Works have been used in order to present the most accurate map possible.

The Women's Club, The Garden Club, the League of Women Voters, Reading Business and Professional Women's Club, The Young Women's

Club, and the Kiwanis Club sponsored a Conservation Evening in January with the Conservation Commission. The Conservation Committee of the Women's Club provided the refreshments; Dr. Norton H. Nickerson and Mr. Robie Hubley were the speakers.

The Commission is grateful to the many clubs and organizations that assisted in our conservation efforts this year. The citizens of Reading do a great deal to protect the town's natural resources.

Respectfully submitted,

NANCY W. ANDERSON
JEAN W. WESTWATER
HENRY W. FIENEMANN
JAMES R. BOUCHER
RUTH E. JOHNSON
R. GARY GILBERT

ANNUAL REPORT

of

THE SCHOOL COMMITTEE

of

The Town of Reading, Massachusetts

For the year ending

December 31, 1974

RETIREMENTS

Teaching Staff

Mrs. Clarice L. Cooke — Grade 1
Alice M. Barrows School 1967-1974

Miss Marie M. Hagman — Elementary Music
Supervisor of Elementary Music 1954-1974

Mrs. Doris V. Kent — Grade 1
Pearl Street School 1961-1974

Mrs. Bernice Lobdell — French
Walter S. Parker Junior High School and
Reading Memorial High School 1961-1974

Mrs. E. Lorraine Pulson — Social Studies
Highland, Eaton, Prospect, Birch Meadow
and Parker Junior High Schools 1947-1974

Mrs. Edna L. Rohwedder — Grade 3
Walter S. Parker Junior High 1943-1948
Prospect Street School 1965-1974

Miss Beatrice Stasinopulos — Grade 5
Pearl Street School 1952-1974

Mrs. Nadine Sutherland — Home Economics
Reading Memorial High School 1962-1974

Miss Marion Weagle — Kindergarten
Lowell, Highland, Birch Meadow Schools
1946-1971, 1972-1974

Secretarial Staff

Mrs. Elizabeth A. Brush — Secretary
Walter S. Parker Jr. High School 1952-1974

Cafeteria Staff

Mrs. Anna Vickery — Cafeteria
Reading Memorial High School and
Barrows School 1958-1974

SCHOOL COMMITTEE

Mr. Louis Martinage, Chairman 41 Harvard Street	Term expires 1976
Mrs. Nancy Elgart, Vice-chairman 65 Timberneck Drive	Term expires 1977
Mr. W. Bruce MacDonald, 67 Prospect Street	Term expires 1975
Mr. Kenneth Roberts, 30 Perkins Avenue	Term expires 1975
Mrs. Elizabeth Walsh, 43 Vine Street	Term expires 1977
Mr. Frank A. Smith, Jr., 393 Summer Avenue	Term expires 1976

ADMINISTRATIVE OFFICE

Superintendent of Schools

Dr. Robert S. Wells	19 Oak Street

Assistant Superintendents

Dr. Robert J. Munnelly, Instruction & Personnel	28 Talbot Street Saugus, Mass.

Instruction & Personnel

Mr. Ronald A. Winslow, Business	44 Oak Ridge Road

Business

SCHOOL COMMITTEE OFFICE

34 Gould Street

Office Hours — Monday through Friday — 8:00 a.m. to 4:30 p.m.

SCHOOL COMMITTEE REPORT FOR 1974

This past year for the School Committee was an especially challenging one.

The implementation of Chapter 766 has to be placed high on the list of priority endeavors. This landmark legislation, passed by the State

Legislature in July 1972 and implemented September 1, 1974, is intended to insure every child with special needs between the ages of 3 and 21 a special education program which benefits him. The staff, which was increased considerably to carry out this program, included a psychologist, a counselor-home visitor, a psychometrist, a speech and hearing specialist, an Administrative Assistant to the Director of Pupil Personnel, a Resource Teacher and 2 Secretary-Clerks. This is the first year of integrating a most complex program into our school system. Considering the enormity of the task, we feel pleased with the progress made to date and hopeful of continued progress in the future.

The School Committee appointed an Ad Hoc Committee on Chapter 622. This Advisory Committee was charged with the task of gathering information and making recommendations relevant to achieving equal educational opportunities in the Reading School System. Chapter 622 was passed in 1971 by the State Legislature and it covered race, color or religious discrimination. It was amended in 1972 to include sex discrimination in private as well as public schools. This committee is made up of volunteers from the community and one person appointed by the Administration to act as a liaison between the School Department and the Advisory Committee. They have been evaluating the community needs and expectations relative to equal educational opportunites, and will submit their conclusions and recommendations in May 1975.

An agreement was reached on Nov. 4, 1974, between the Reading Teachers' Association and the School Committee after thirteen months of negotiations.

It was the first year that both the Reading Teachers' Association and the School Committee were represented by professional negotiators.

For the second year, the Social Discovery program was implemented between Reading Memorial High School students and Boston's Copley Square High School during the second semester. The funds were obtained first from the Metropolitan Planning Project, which seeks to stimulate communities in developing plans which will help reduce minority isolation in the greater Boston Metropolitan area. The funding for 1975 was gained from the Magnet Schools Program of the State Board of Education. Those involved with the program have been very enthusiastic, and hopeful of its continued existence.

We have added a Co-ordinator and as Assistant to our Metco program to serve as advocates of Metco students and to deal with the issues directly related to being a black child or teenager in a white suburban school system. Our Metco program presently includes 53 students — 35 in our elementary, 7 at Parker Jr. High, and 11 at RMHS.

We will be expanding to 82 students in September 1975. We are highly supportive of this program not only in terms of providing better educational opportunities for minority students, but also as a step towards broadening the social and cultural awareness of both communities.

The School Committee adopted a policy to encourage volunteers from the community in the general operation of the schools. The School Committee encourages the broadest possible use of volunteers in both instructional and non-instructional tasks, where appropriate, and as directed by the Superintendent, according to general guidelines approved by the Committee.

"Project Career Discovery", which was initiated by the RMHS administrative staff, was enthusiastically supported by the School Committee. This program will focus on the basic awareness of careers for which students have an aptitude or a suitability and help in defining their personal or career goals.

The School Committee participated in a series of meetings with the Reading Teachers' Association, the PTA's and interested citizens for the purpose of providing an informal forum to discuss the budget and other school-related issues. We felt these meetings provided another step towards bettering communications between the school system and the community.

The School Committee fully supported the Administration in philosophically commiting our schools and encouraging staff to participate as fully as possible in a Bicentennial Program for Reading.

During the past year the School Committee held two of its regular meetings at the Lowell St. and Joshua Eaton Schools. In doing this, we feel a larger public attendance was encouraged. We would like to continue this practice in order that the community would more actively participate at our meetings.

In closing, we would like to take this opportunity to state that the primary responsibility of your School Committee is to provide the very best educational opportunities for our children, while at the same time remaining sensitive to the economic concerns of the community.

Respectfully submitted,

MR. LOUIS MARTINAGE, Chairman
MRS. NANCY ELGART
MR. W. BRUCE MACDONALD
MR. KENNETH ROBERTS
MR. FRANK A. SMITH, JR.
MRS. ELIZABETH WALSH

REPORT OF THE SUPERINTENDENT OF SCHOOLS

To the School Committee and the Citizens of Reading:

The school department appears to be adjusting well to the new fiscal year (July 1 — June 30) requirements and to the many changes that this has required us to make. This change does make sense for many reasons, an important one being that it allows ample time for budget preparation and review. Now that our fiscal year does coincide with that of the State and Federal Governments, one of the primary purposes for the change, it appears that the Federal Government will be changing their fiscal year to an October 1 to September 30 basis in 1977.

It appears that our school enrollments have "peaked" with our 1974-1975 enrollments. We anticipate that the next few years will bring a gradual decrease in enrollments. The decrease will commence at the lower grades of the elementary schools and eventually reach all grades. Citizens should be aware then that we will still be experiencing increased enrollments at our junior and senior high schools while our total enrollments are decreasing.

Decreasing enrollments cause some of the same problems as do increasing enrollments. One that upsets parents the most is the redistricting of students that becomes necessary as the oldest or less efficient schools are phased out.

There will be a need in the years ahead to remodel some of our older schools as enrollments decline. We need to find adequate spaces within our schools for the individual testing, the tutoring, and, in general, for providing students with the specialized services required to meet the standards of Chapter 766 provisions.

Others have written extensively about Chapter 766 in their reports, and, for this reason, my remarks will be limited. Basically, Chapter 766 as it is presently constituted is requiring the public schools to provide services that they are ill equipped to handle. Ill equipped because of their function and ill equipped because the source of funding is too limited.

We are, however, making heroic efforts to live up to the spirit of the law. The professional staff has done an outstanding job of meeting the many needs of children under the provisions of this law. We were extremely fortunate in finding such a capable person as Dr. Alexander Alexanian to fill our Director of Pupil Personnel Services position vacated by Walter Paskowsky's desire to return to his guidance counseling position.

The courts continue to dominate in the educational policy making of our schools, followed closely by a state legislature that in recent years has literally seen its role as being the school committee for every local community in the Commonwealth. There are those who will claim that these bodies are merely filling the vacuum left by unresponsive and incapable local elected and appointed school officials. Be that as it may, the burden of raising funds for federal and state mandated programs still remains at the local level where the property tax basically remains as the only source of large amounts of revenue.

Programs mandated by legislation and weighted down by numerous state department of education specialists whose job is to supervise and regulate local programs are costly. They will indeed be more so as long as you and the public demand that public schools be all things to all people.

In spite of all this, I now sense in Reading a greater commitment on the part of our professional staff, higher morale and a spirit of greater cohesiveness among the staff, parents and students.

Respectfully submitted,

ROBERT S. WELLS
Superintendent of Schools

The enrollment of The Public Schools as of October 1, 1974, was 6193. In addition, there were 59 students from Reading enrolled in Grades 9 thru 12 at Austin Prepatory School for Boys, making the total school population in Reading as of October 1, 1974, 6232. There were also 94 boys and girls enrolled in Grades 9 thru 12 at the Northeast Metropolitan Regional Vocational School.

ENROLLMENT STATISTICS

Six-Year Summary of Public School Enrollment

Grade	1969	1970	1971	1972	1973	1974
K					403	412
1	509	492	479	453	446	438
2	448	540	488	487	456	451
3	473	496	548	499	481	461
4	454	523	490	543	509	487
5	484	522	526	489	542	497
6	449	547	522	532	483	547
7	480	508	529	532	539	486
8	469	522	501	526	532	537
9	475	468	474	462	476	482
10	466	459	457	468	446	481
11	412	442	447	446	450	437
12	365	406	418	418	425	439
PG	1	3	0	0	0	0
Special Ed.	34	43	39	39	36	32
Class for Deaf	8	6	6	7	7	6
	5527	5977	5924	5901	6231	6193

STAFF

There are 534 people serving the Reading Public Schools in the following capacities for the school year 1974-75:

I. Administration and Specialists		48
Central Office	3	
Principals (and Assistants at RMHS)	13	
Directors	5	
Guidance Counselors	11	
Teachers of Special Needs	15	
METCO Coordinator	1	
II. Teachers		303
High School	94	
Junior High Schools	59	
Elementary Schools	150	
III. Health Department		4
Nurses	3	
Doctor (part-time)	1	
IV. Secretarial, Clerical and Data Processing		24
V. Custodians and Matron		41
VI. Cafeterias		49
VII. Personnel - Part-time		65
Perceptually Handicapped Tutors	18	
Teacher Aides	47	

ANNUAL REPORT — 1974 - 1975

DEPARTMENT OF PUPIL PERSONNEL SERVICES

All facets of school services have been influenced by regulations promulgated on September 1, 1974 for Chapter 766 — the new special education law. This legislation has created significant changes in public school education in Massachusetts. During the first year of implementation the Reading Public School System has responded vigorously to challenges created by Chapter 766. The Department of Pupil Personnel Services has been directly involved in the ongoing implementation of the spirit and letter of the law.

The Department of Pupil Services was reorganized and a Pupil Services Office was opened at the High School building in the offices formerly occupied by the Superintendent. Dr. Alexander Alexanian joined the staff as the new department head. Personnel additions include two clerk-receptionists, one full-time psychologist, one part-time psychologist, one counselor-home visitor and one administrative assistant. The major thrust of the Department has been in the area of special education. Reading Public Schools was the second community of 74 cities and towns in the Northeastern Region to have its special education compliance plan accepted by the Division of Special Education. Through December, 1974, approximately 140 core studies had been scheduled with 80 evaluations completed. A majority of school personnel were directly and indirectly involved in the delivery of evaluations and programs for special needs students.

The Department of Pupil Services has expended a major amount of time and effort on the initial phases of implementation of Chapter 766. The main focus of involvement has been in the area of evaluation studies and the provision of special services. New service delivery systems (resource rooms) have been implemented at Eaton, Woburn, and Reading Memorial High School. The School system has made an excellent beginning in meeting the challenges of improved services and programs for students with special needs. Direct support and inservice training for regular classroom teachers is a high priority for the immediate future. Continuing improvement of our diagnostic skills is an ongoing task. We believe that the next three years will be extremely important in the evaluation and refinement of special services that will benefit all students.

In response to 766 requirements the kindergarten screening now scheduled for April, 1975 will undergo various changes designed to increase our capability to identify kindergarten eligible children who require further evaluation. There have been several meetings of school personnel to revise the kindergarten screening.

A Special Education Parent Advisory Group has been meeting with the Director of Pupil Personnel Services. These meetings have been designed to facilitate communication between parents and the school; identify need areas; develop projects; and establish alliances to serve all students with special needs.

SEEM

Students with severe special needs are currently being serviced within the SEEM collaborative (Special Education - Education Mutual). SEEM is a seven town collaborative designed to provide services for students with handicapping conditions requiring intensive special educational services in substantially separate classrooms. All students receiving services in state facilities, (schools, hospitals, rehabilitation settings, etc.) are in the process of being evaluated under Chapter 766. Students who are capable of benefitting from community-based programs will receive their education within classrooms based in the collaborative. We have recently added a classroom for multiply handicapped students from 12 to 14 years of age based at Reading Memorial High School. The current school year has been devoted to continuing planning designed to effectively delineate the populations of school age students with severe special needs to be served in the near future. While the capacity of the local school system will be broadened to serve various special needs students in their neighborhood school — it is increasingly apparent that those students with severe special needs will require the advantages of comprehensive programs and services possible through a collaborative approach.

HEALTH SERVICES

The Health Services team conducted vision and hearing screening of kindergarten students during pre-school registration. Medical evaluations were performed by Dr. Wakeling for all students in kindergarten, grade four, and grade eight who required a health examination. Mumps vaccine was made available for all seventh and eighth grade students who elected to participate. The nursing staff was available throughout the school year to deal with emergency health conditions and traumas. The nursing staff also held meetings with parents designed to coordinate home and school planning related to students with special needs. This area has significantly expanded since last year.

GUIDANCE

The High School Guidance staff now has 6 full-time personnel with the addition of Mr. Walter Paskowsky. William O'Keefe, who spent half time in the High School as School Adjustment Counselor, now is part of the Pupil Services staff as counselor-home visitor. In November, 1974, Ms. Helen Hart was appointed as Chairperson of the High School Guidance Department. Several group meetings have been held with all parents of students in grades eight through twelve. All personnel in the Guidance Department have been actively engaged in core-evaluation programs directed toward students with special needs. Similarly, guidance personnel located in the elementary and junior high schools have been directly involved in evaluation, meetings, and the implementation of educational plans designed to meet the special needs of students.

SPECIAL EDUCATION RESOURCE ROOMS

Tutoring for students with special needs is being delivered throughout the school system. Expansion in services was made possible by an increase in tutorial hours, the acquisition of a resource teacher at the high school level (Eunice Mosher) and the recruitment of a resource teacher at Woburn Street School (Sheila Richardson). Current planning calls for the establishment of full-time resource room specialists in each school. The part-time tutorial program will be reduced in scope as the Reading School system moves toward a special needs program staffed by full time personnel. The tutorial program has met many needs of children with special needs but demands of upcoming certification requirements and the gains in service possible through full time personnel have dictated an alteration in how special services will be delivered in the near future.

SPEECH SERVICES

The Speech and Hearing Services has undergone a similar increase in the demand for direct services and evaluations. Ms. Payzant and Ms. Habalow were joined by a part-time speech and language specialist at mid-year. This addition was necessary in light of requests for direct services, an expanded role in evaluation studies and community-based requests for services for substantially handicapped 3 and 4 year olds. This level of demand will continue as our service delivery system becomes increasingly committed to prevention-based programs at kindergarten and early primary age levels.

A. J. ALEXANIAN
Director, Pupil Personnel Services

ELEMENTARY SCHOOLS

ANNUAL REPORT

1974

The pursuit for high quality education has always been a major objective of the Reading Public Schools. In trying to obtain this objective, a new approach was taken — the use of community volunteers.

Volunteerism has always been present in our schools, but it now looms as a very valuable and available educational tool. With this thought in mind, and trying to build on existing volunteer programs, a two week study was conducted by Mr. Donald Welford, Assistant Principal and 5th grade teacher at the Pearl Street School, resulting in the development of a set of guidelines to be used by all schools to expand on or create new volunteer programs. These guidelines became school committee policy on December 1, 1974.

Since the adoption of these guidelines the use of volunteers has continually gained momentum. Under the direction of the building assistant principals, needs assessments were performed and volunteers were solicited through the schools, P.T.A.'s and the community at large.

Orientation and training programs were then conducted to give the volunteers the tools necessary to enable them to function properly in their new environment.

Finally, the volunteers began working in their many and varied roles. These roles included tutorial aides, classroom aides, non-instructional aides and resource aides.

The use of volunteers in our schools has yet to reach its peak. With constant evaluation and reorganization, that peak will some day be reached. It is through the combined efforts of the schools and the community that this peak will be reached, with the end result being the continuation of high quality education for the students of the Reading Public Schools.

EQUAL ACCESS TO EDUCATIONAL OPPORTUNITY

Chapter 622 is a new state law which was written to insure equal access to educational opportunity for children of both sexes, and nationality and racial groups.

To comply with the law, the staff of the elementary schools have reviewed after school sports programs and are now offering equal opportunities to both boys and girls. The staff has spent quite a bit of time becoming sensitive to the law and intend to use the guidelines when preparing teaching materials for use with students. Many teachers have been examining their own attitudes and feelings about issues that relate to 622; many have been able to get information and resources for use in their schools.

Elementary media specialists have been gathering bibliographies of non-sexist print materials. They are examining them principally at this time with a view toward purchasing materials for another year. These lists are also available for teachers to use in their selections of materials for classroom use.

CURRICULUM WORKSHOPS

This is the second full year of our Wednesday afternoon teacher workshop program and in the judgment of the principals, the program must be regarded in positive terms.

In September, 1973, a revised school week was instituted at the elementary level. Classes begin at 8:25 rather than 8:40 and dismissal is scheduled at the usual time of 2:40 on four days, but moved to 12:45 on Wednesdays. This schedule of hours provides the staff with a needed block of time each week.

When the children leave on Wednesday the teachers engage in curriculum and planning activities such as grade level meetings, system wide sessions, task force meetings, in-service courses, workshops and staff and parent conferences. During school year 73-74 for example, there were several weeks devoted to individual building concerns, followed by a series of grade level workshops where teachers had the opportunity to discuss, work, and plan on various areas of curriculum. Town wide meetings were conducted on legislative matters such as Chapter 766 (Special Needs Children) and Chapter 785 (Confidentiality of Student Records).

In November and December a series of afternoons were devoted to parent-teacher conferences as required under our latest system of reporting children's progress. Later in the year Dr. Kenneth Taylor of Westfield State College was brought in to run workshops for teachers of grades 4, 5 and 6 on SCIS, the new science program.

A new approach to teaching reading has also been the topic of many of the workshops. The "skills approach" has been demonstrated by films and discussed by specialists from other communities such as Andover, Lynnfield and Wilmington. The services of experts from Suffolk University, Boston University and Boston College were also made available to the staff for a series of Wednesday afternoon workshops. These various activities and workshops have added to the overall effectiveness of the elementary school program.

STUDENT RECORDS

New Federal and State laws regulating the maintenance and confidentiality of student records became the concern of a committee of teachers and administrators during the early part of the 1974-75 school year.

The laws open up student records to parents and students, but close them to outside individuals or organizations except under specified conditions. The information that will be available in the folder includes student cumulative folders, identifying data, academic work completed, level of achievement (grades, standardized achievement test scores), scores of standardized intelligence, aptitude, and psychological tests, and interest inventory results. Regulations specify, with some exceptions, that the school may not release any records or information that personally identifies students, without written consent of the parents of students involved.

To aide in the implementation and clarification of the regulations, the committee suggested procedures for school personnel. Guidelines for in-service training, storage of information, methods of informing parents about the regulations, and examples of the required forms were some of the major areas addressed by the committee.

TEACHER EVALUATION

The elementary schools are participating in a system-wide re-evaluation of the processes by which teachers are evaluated.

In December 1974, a committee, representative of each building and of different job capacities, was formed to reassess the process of teacher evaluation.

Its first task was to prepare a general job description which would serve as a set of basic criteria in the teacher evaluation process and in

turn present this to the various building staffs and administration for discussion purposes.

By March of 1975, the task was completed when the job description received general approval by both teachers and administration.

Future plans include the possible implementation of the "Management By Objectives" approach to evaluation and the development of very specific job descriptions relative to the different schools and/or departments within schools.

TITLE I

Reading's Title I program was held during the summer at Killam School. Entitled SAILS (Students Actively Involved in Learning Successfully) the program emphasis focused sharply on individual needs. Through extensive use of a team of specialists working in support of the teacher's efforts, a very comprehensive array of services were provided. Parent volunteers, organized and assisted by the Parent Advisory Council, contributed much to the program's comprehensiveness.

Changes will have to be made for Summer '75, which will change the nature of the program substantially. The guidelines of the Federal government who provide $20,000 support of the program require that fewer students be served and that the number of school districts in the town be restricted.

Respectfully submitted,

Charles N. Papandreou
Dennis F. Murphy
Eleanor M. Skahill
Donald B. Farnham
John F. Morabito
Paul A. Guerrette
Herbert Baron

JUNIOR HIGH SCHOOL

TOWN REPORT

1974 - 75

As with all aspects of education, each year we find ourselves in the midst of executing or contemplating change. Response to new educational ideas, legislative pressures and/or local concerns causes each year to be quite different.

This past year was no exception and we note changes triggered by each of these areas. In terms of scope and impact, certainly Chapter 766 has been the most significant. In accordance with Reading's commitment to meet the full spirit and intent of the law, the Junior High schools have expended a great amount of time and energy. Naturally, it has resulted in staff members being used differently, program changes, and most importantly, a greater sensitivity to the area of special needs.

In order to deliver necessary services on special needs we are adopting the resource room concept. This establishes a location staffed by our special needs teacher and any other specialists as the need arises.

Our response to Chapter 622, calling for equal access to programs, has been to redesign our 7th Grade Practical Arts program and to provide an opportunity for boys and girls to select either Home Economics or Industrial Arts depending upon their interests. We expect that a heightened awareness to the various aspects of Chapter 622 will continue to influence developments within the schools.

A great deal of curriculum study, revision, and development continues each year in the Junior Highs and we are pleased to report that teachers exhibit an unusual degree of enthusiasm and commitment to the task. The amount of quality time and effort spent by teachers on their own and during release day meetings is well worth noting.

We wish to share with you a new program developed at Parker last year. It is a research skills program, to which all students are exposed at some point during their two years in the school. Utilizing the combined efforts of our reading teacher, resource center specialist and the appropriate content teacher, students are taken through a research project and are instructed every step of the way. Skimming, reading attack skills, notetaking, footnoting, paper writing and organization are some of the areas covered. We are very satisfied with results to date.

The Math Laboratory at Coolidge offers students a change of pace in their study of Mathematics. They have the opportunity to practice

deductive reasoning and problem solving without realizing the extent of Mathematics pursued. The varied games, puzzles, experiments and activities contribute to a genuine love and enthusiasm for the subject. The games are located in a corner of one of the math classrooms at Coolidge Junior High School. This offering supplements one normal classroom program. The Lab is open two periods a week and always draws a full roster of students.

We are also pleased to report the honoring for the third straight year of both Parker's American Credo Club and its advisor John McHugh. The Freedoms Foundation at Valley Forge has selected the club, Mr. McHugh and several students as worthy of the George Washington Honor Medal.

We continue to enjoy the benefits of volunteer workers in our libraries and many of our classrooms. To these people we wish to express our sincere gratitude for a job well done. We welcome hearing from others in the community who would like to assist the schools in any capacity.

Finally, we wish to thank all those who serve the schools in any way and especially those parents whose support, cooperation and friendly manner make it a pleasant as well as productive situation.

Respectfully submitted,

JOHN R. COPITHORNE, Principal
Arthur W. Coolidge Junior High School

JOHN D. DELANEY, Principal
Walter S. Parker Junior High School

ANNUAL REPORT OF THE
READING MEMORIAL HIGH SCHOOL

Many internal and external forces, some new, some old, exerted pushes and pulls on the staff and administration of the Reading Memorial High School in 1974.

Chief among the external pressures were the demands imposed by new state and federal laws. Chapter 766, the state law requiring local communities to assume full responsibility for educating all children between the ages of three and twenty-one who have special needs, placed a heavy burden on school personnel, especially those administrators, guidance counselors or specialists who served as chairmen of Core evaluation teams. Through the end of December, various members of the

regular staff had devoted a total of about 250 hours to Core evaluation work. This was exclusive of the time required to attend advocacy meetings and did not include the time put in by Mrs. Eunice Mosher, our new learning disabilities resource teacher, who served on a majority of Core evaluation teams. Regulations which have dribbled down from the State Department of Education now total 270 sheets of paper, most of which are printed on both sides. Depending on the nature of a Core evaluation, several of 26 different forms have to be filled out in multiple copy, mailed and filed in strict compliance with regulations. The regulations, in addition to being highly prescriptive, cumbersome and time-consuming, contain certain provisions that could bankrupt the community. Taxpayers concerned with the costs of education should scrutinize the provisions of Chapter 766 carefully.

As part of Reading's participation in the SEEM/766 program, a class for children with multiple handicaps was housed in the high school beginning in September of 1974. A classroom opposite the lecture hall was remodeled for this purpose and a full-time teacher, Mr. Ric Guilbert, and a full-time teacher aide were hired to minister to the educational and other needs of three children between the ages of 11 and 14. A fourth child was added to this class in late February, 1975.

The greatest concern in the high school over Chapter 622 has been the question of equal access by both sexes into interscholastic athletic teams. So far we have adhered to Rule 17 of the Massachusetts Secondary School Principal's Association which states that: "No boy shall participate on a girls' team in interscholastic athletics. No girl shall participate on a boys' team in interscholastic athletics. Exception: A girl may play on a boys' team in a non-contact sport if there is not girls' interscholastic team in the school for girls. This applies only to cross-country, golf, gymnastics, riflery, skiing, swimming, tennis and track.". It is our understanding, however, that the people who are writing the final version of the regulations to implement Chapter 622 have chosen to ignore the advice and pleas of both girls' and boys' coaches' associations, athletic directors and other educators, and are planning to require a single team for both sexes in any sport. This would turn out to be the greatest disservice to girls that anyone has ever perpetrated.

Some of the provisions of the state law and regulations relating to the privacy and access of student records compound clerical tasks and increase costs of administration without improving services for, or the interests of anyone.

When one examines all of the new laws and regulations that affect education in toto, it appears as if the people who are presently in a dominant position in the State's Department of Education have no

concern for the general welfare or the common good. The regulations that they write show absolutely no concern for potentially enormous additional costs to the taxpayers, proliferation of unnecessary clerical tasks for school personnel, and questionable gains for society.

The increasing concerns over accountability in education prompted us to participate in statewide studies about diploma requirements conducted by the College Entrance Examination Board and funded by the Massachusetts Advisory Council on Education. The main focus of these studies which were requested by the M.S.S.P.A. and endorsed by the State Department of Education, has been the development of models for granting academic credit for a variety of out-of-school learning activities. The problems related to the verification of actual levels of student competency or skill suggest the advisability of contemplating the granting of differentiated diplomas and/or certificates of attendance in lieu of the general diploma which we give now.

The staff and administration completed a review and recategorization of all the recommendations contained in the evaluation report of the visiting committee of the New England Association of Schools and Colleges of November, 1972. The final version of the two-year report that we are required to submit to N.E.A.S.C. by June 1, 1975, will be written and submitted as soon as the School Committee has reviewed and approved this material.

Early in the fall Mr. Charles Symonds, a teacher of mathematics, was appointed assistant principal to replace Dr. Isa Zimmerman who resigned in June to accept the position of principal at the Hamilton-Wenham Regional High School. Mr. Symonds has approached the multitude of tasks required by his office with unflagging zeal, vitality and intelligence, and is proving a welcome addition to the administrative team. Miss Helen M. Hart was also appointed chairman of the High School Guidance Department to bring about better coordination and improve services.

Internally, we have pushed in several directions in our efforts to improve the educational program of the school. A major thrust in curriculum research and development has been the planning of a sequential four-year curriculum in the area of affective learning that would parallel our cognitive, skill-building curriculum. For lack of a better title, we refer to this project as the "Life Curriculum". The main objective of this curriculum is to prepare our students to make the important decisions that they will have to make in the near and more distant future. Learning how to apply information and knowledge and to reach reasonable decisions about personal and societal problems will be the underlying theme for all four years. The project also hopes to pull

together into one curricular vehicle all of the important units in consumer education, career education, health education, and human behavior that are presently available to some but not all pupils on a hit-or-miss elective basis. In-service seminars in the 1973-1974 school year have been followed by workshop sessions involving eight volunteer teachers and the four principals. This group has met during some vacations and Saturdays and has developed a skeleton outline that will have to be "fleshed out" in future workshops.

A proposal to develop a plan for "Career Discovery" or occupational education was funded for $8,000 by the state, and another group of teachers, mostly department heads and chaired by Mr. John Pacino, have been working outside of regular school hours to write a proposal for further funding to implement the program.

Early in the fall, under another grant, three teachers attended an intensive two-week course at Adelphi College on drug education. These teachers, along with two representatives from 735, have contributed ideas for improving drug education and communications with disaffected youth in the school and community.

In the spring of 1974, twenty-four students from R.M.H.S. participated in an alternative educational program conducted in collaboration with the Copley Square High School of Boston. This program entitled "Social Discovery", combined classwork with outside of school living and working placements to help students learn the advantages and disadvantages of living the solitary life, the family or communal life, the semi-structured (dormitory or monastic-type) life or the highly structured life such as naval O.C.S. or assembly line work. The final unit of the program required all students in the program to come together and try to establish a Utopia as a result of what they had learned. Twenty R.M.H.S. students will participate in the Social Discovery program during the second semester of the 1974-1975 school year. Our participation in this program has depended, once again, on funds obtained from the Metropolitan Planning Project and the "Magnet Schools project.

Continuing efforts have been made to refine and consolidate the elective program and to improve scheduling practices. Certain electives in English and Social Studies have been dropped or combined in order to provide more substance or better scope and sequence. Difficulties encountered in providing all students, especially sophomores, the same choice of courses, teachers and times of class meetings as most upperclassmen were given, together with imbalances that were caused by students making choices primarily in terms of time of class meetings, have led to the abandonment of arena scheduling. Henceforth, our

scheduling procedures will be aimed at having students make realistic choices of subjects and then insuring that they get the subjects they have elected. No matter what system of scheduling is used, however, difficulties arising from limitations of staff or specialized spaces, or both, will persist.

The **TAP** program that was begun in 1973 has been continued with incoming freshmen, but has not been expanded to include sophomores because of other staff requirements. It is expected that expansion of the TAP program will occur as part of the Career Discovery program, if and when that program is implemented.

A student-faculty senate, intended to improve communications between students, faculty and administration was initiated by some students and teachers. This body has met on several occasions to discuss matters of mutual interest and to prepare proposals for the consideration of the administration.

Mr. Patterson's Building Construction class has been involved in designing a press box for the football field which they will build in the spring of 1975 with lumber and materials provided by the Class of 1974. The assistance and contributions made by the Municipal Light Department and the Reading Boosters' Club in making this project possible are deeply appreciated.

Respectfully submitted,

ARA A. KARAKASHIAN

RESIGNATIONS

Reading Memorial High School

Dr. Isa Kaftal Zimmerman	Assistant Principal
Mr. Cornelius J. Brosnan, Jr.	Social Studies
Ms. Mary Dilg	English
Mrs. Corinne Gediman	English
Miss Sharon L. Gerstein	French/Spanish
Mrs. Roslyn Goldklang (from Maternity LOA)	Biology
Mrs. Patricia R. Lumry	English
Mrs. Vivian S. Maalouf	Biology, IPS
Mr. Bigelow Moore	Distributive Education
Mr. Robert M. Neely	U. S. History
Mr. Joseph S. Paulson	Electronics
Mr. Norman K. Powers, Jr.	Science
Miss Linda C. Robinson	Social Studies
Mrs. Theiss E. Winkler	English

Arthur W. Coolidge Junior High School

Miss Elisabeth A. Dagdigian	English Dept. Head
Mrs. Louise Durham (from Maternity LOA)	English

Walter S. Parker Junior High School

Miss Pauline Caruso (from Health LOA)	English
Mrs. Gail DerAnanian (from Maternity LOA)	Physical Education
Mrs. Roberta E. Dollase	Learning Resource Specialist

Alice M. Barrows School

Mrs. Margaret Burnham (From Health LOA)	Grade 2
Mrs. Barbara N. Flannery	Reading
Mrs. Carol Hartman	Intermediate Trainable
Mr. William S. Hewitt	Grade 6
Mrs. Barbara Maguire	Grade 6
Mrs. Helen S. Taylor	Speech

Birch Meadow School

Miss Nancy Bruns	Grade 2
Miss Cheryl H. Olanoff	Grade 3
Mrs. Janyce E. Slack	Grade 3
Mrs. Marilyn A. Vitiello	Kindergarten

J. Warren Killam School

Mrs. Linda M. Boren	Trainable
Miss Constance Lewis	Art
Mrs. Dorothea P. Littlefield	Grade 5

Pearl Street School

Mrs. Beverly A. Stephens	Kindergarten

Woburn Street School

Miss Paula A. Forman	Grade 3
Mrs. Caryn G. Mofensen	Kindergarten

LEAVES OF ABSENCE

Maternity

Mrs. Lucille A. Anciello, Birch Meadow School	Grade 4
Mrs. Anne B. Esposito, Killam School	Grade 2
Mrs. Sona S. Naroian, Killam School	Grade 1

Health

Mrs. Mary Fuller, Joshua Eaton School	Grade 6

CHANGES IN PERSONNEL

Appointments

Pupil Personnel Services

Dr. Alexander J. Alexanian	Director
Mrs. Sally Billig	Psychologist
Ms. Mona E. Levy	Psychometrist

Reading Memorial High School

Miss Leslie C. Bowers	English
Mrs. Carolyn M. Clark	French
Mrs. Frances M. Cook	IPS, Geology
Mr. Thomas C. Darrin	U.S. History
Mrs. Myrna M. Evans	Home Economics
Mr. Kenneth J. Feit	English
Mr. Ric. L. Guilbert	Special Education
Mrs. Elizabeth A. Jordan	Biology
Mr. John A. Kelly	Health
Mrs. Barbara C. Nevils	Mathematics
Mrs. Anna F. Normand	Social Studies
Mr. Carl A. O'Brien	Industrial Arts
Mrs. Phyllis Onusseit	English
Mrs. Margaret B. Starrett	Business Education
Mrs. Anne Stewart	Social Studies
Mr. Robert G. Stewart	Science
Mr. Michael Weinswig	Spanish/French

Arthur W. Coolidge Junior High School

Miss Sylvia Duani	English
Mrs. Sarah M. Yates	Art

Walter S. Parker Junior High School

Mrs. Ellen Jordan	Social Studies

Alice M. Barrows School

Mrs. Ruth H. Bowers	Elementary Music
Mrs. Jill Dee Habalow	Speech Pathologist
Mr. Thomas F. Hoffrage	Grade 6
Miss Mary C. Hynes	Trainable Class
Miss Barbara J. McLean	Grade 6
Miss Joan Merrill	Elementary Music
Miss Efrosine A. Yeannakopoulos	Grade 6

Birch Meadow School

Mrs. Elaine Andruchow	Grade 3
Mrs. Irene Bourne	Grade 2
Mrs. Elaine H. Morgan	Kindergarten
Mr. Robert A. Penta	Grade 4
Mrs. Paula R. Santoro	Kindergarten
Miss Sandra Schifano	Grade 3
Miss Dana H. Budowsky (11/7/74)	Library Media Specialist

Joshua Eaton School

Miss Kathleen Connolly	Grade 6

Highland School

Mrs. Lynne H. Cameron	Grade 2

J. Warren Killam School

Miss Susan J. Andrews	Grade 3-4
Mrs. Sandra Buswell-Charkow	Primary Trainable
Mrs. Patricia Carson	Art
Miss Marcia Cook	Grade 2
Miss Rosemary Palmer	Grade 2

Pearl Street School

Mr. Raymond A. Almeida	METCO Coordinator
Mrs. Linda J. Higgins	Grade 1
Mrs. Susan M. Keating	Grade 1
Mrs. Beverly Mattatall	Kindergarten
Miss Bonnie Sher	Grade 3

Prospect Street School

Miss Pamela A. Quinn	Grade 3

Woburn Street School

Mrs. Lynn Holbein	Grade 5
Mrs. Ruth Stanieich	Grade 1
Miss Nancy M. Sumner	Grade 1

SCHOOL DIRECTORY

(Date after name indicates year of appointment)

Administrators

Robert S. Wells, B.S., M.S., Ed., Ed. D. (1965)	Superintendent
Robert J. Munnelly, B.S., M.A., C.A.S., Ed. D. (1970)	Asst. Superintendent (Instruction & Personnel
Ronald A. Winslow, B.A., M. Ed. (1973)	Asst. Superintendent (for Business)

Pupil Personnel Services

Alexander J. Alexanian, B.S., Ed. M., Ed. D. (1974)	Director
Sally Billig (1974), B.A., M.A.	Psychologist
Mona E. Levy (1974), A.B., M.Ed. C.A.G.S.	Psychometrist
William O'Keefe, B.S., Ed. M. (1954)	Social Worker/Adjustment Counselor (1974)

Health Staff

Robert Wakeling, D.O., 125 Main Street	School Physician
Evora P. Bacon, R.N., (1964), Barrows	Supervisor of Health (1972)
Ruth E. Schubarth, R.N. (1972), R.M.H.S.	School Nurse
Myrtle A. Waelde, R.N. (1963), Killam	School Nurse

Directors

Walter E. Hawkes, B.S., Ed. M. (1933)	Director of Athletics (1958) Director of Physical Education (1967)
J. Douglas Oliver, A.B., M. Mus. Ed. (1948)	Director of Music
Raymond G. Sunbury, B.S., M.S. (1969)	Director of Reading
Roberta D. Thresher, B.S., Ed. M. (1959)	Director of Art

Reading Memorial High School

Ara A. Karakashian, B.S., M. Ed. (1954)	Supervising Principal (1960)
Leonard F. D'Orlando, A. B., M.A.T. (1958)	Assistant Principal (1969)
Ernest G. Spence, B.S., M.S. (1951)	Assistant Principal (1960)
Charles G. Symonds, B.S. (1970)	Assistant Principal (1974)
Willis Anderson, A.B. (1955)	Social Studies

Bruce Appleby, A.B., M. Ed. (1963)	Social Studies
Virginia Bartlett, B.S. M. Ed. (1958)	Physical Education
Gladys L. Benshimol, B.S. (1973)	Physical Education
Franklin R. Berkey, B.A., B.D., M. Ed., C.A.E.S. (1971)	Guidance
Alton L. Black, A.B., M. Ed. (1963)	Mathematics
Thomas W. Blaney, B. S., M.S. (1969)	Business Education
Everett A. Blodgett, B.E., M.S. (1970)	Science
Philip Blum, A.B., M.S. (1970)	Physics
Harold E. Bond, B.A., M.A., (1956)	English
Leslie C. Bowers, B.A. (1974)	English
Edward P. Brady, B.S., M.A. (1968)	Guidance
David L. Brett, B.S. (1965)	Business Education
Walter T. Cahill, B.S. (1960)	English
Joseph F. Cain, B.A., M. Ed. (1973)	Media Specialist
David L. Castine, B.A., M. Ed. (1967)	Guidance (1970)
Lynne M. Cavanaugh, B.A. (1970)	English
Angela-Jean Chiaramida, B.A. (1972)	Social Studies
Carolyn M. Clark, B.A. (1974)	French
Lois J. Coit, B.A. (1973)	English
R. Gilbert Congdon, B.A. (1968)	Mathematics
Frances M. Cook, B.A. (1972)	Introductory Physical Science
Martha C. Cook, B.S., M. Ed. (1970)	Chemistry
Norman P. Cormier, B.A., M. Ed. (1971)	English
Harold A. Croft, B.A. (1970)	English
Thomas C. Darrin, B.A. (1974)	U.S. History
Emery W. DeBeck, B.A. (1967)	Mathematics
Pearl M. Dee, B. Ed., M.S. (1963)	Home Economics
Francis A. DiLuna, B.S. (1973)	Biology
Robert P. Donovan, B.A. (1970)	Spanish
Robert H. Dunbar, A.B., M. Ed. (1957)	Chairman, Social Studies Dept.
Marilyn B. Durkin, B.S. (1972)	Mathematics
Myrna M. Evans, B.S. (1974)	Home Economics
Katherine Farquhar, B.A., M.A.T. (1972)	Social Studies
Kenneth J. Feit, B.A., M.A. (1974)	English
Susan J. Frey, B.S., Ed. M. (1973)	Mathematics
David L. Garland, B.S., Ed. M., M.S. (1956)	Dept. Head, Biology
Richard C. Gillis, B.S. (1966)	Business Education
Edrea M. Grabler, B.A. (1972)	French & Spanish
Peter B. Greene, B.A., M. Ed. (1966)	Social Studies
Marguerite E. Grimes, B.A. (1973)	Mathematics
Ric L. Guilbert, B.S. (1974)	Special Education
Arthur J. Hales, B.S. (1968)	Physical Education
Richard W. Ham, A.B., A.M. (1958)	Foreign Language Dept. Head
Michael F. Harney, B.S.E. (1970)	Industrial Arts
Helen M. Hart, A.B., A.M. (1957)	(1974) Guidance Dept. Chairman
William J. Hart, B.A. (1972)	English
Wendell W. Hodgkins, A.B., M.A. (1957)	English Dept. Chairman (1971)
John A. Hollingsworth, Jr., B.S., M. Ed. (1955)	Mathematics
Ronald N. Howland, B.A. (1973)	English
Elizabeth A. Jordan, B.A., M. Ed. (1974)	Biology
Eugene Kaczowka, B.S., M. Ed. (1968)	Mathematics

John A. Kelly, B.A. (1974)	Health
John J. Kelly, Jr., B.S., M.A., Ph. D. (1972)	Social Studies
Leo P. Kenney, B.S. (1970)	Biology
Mary F. Lanouette, B.A. (1970)	Latin/French
Dorothy J. Lebach, A.B. (1970)	French
Maureen K. LeClaire, B.S. (1970)	Physical Education
Kenneth M. Levesque, B.S., Ed. M. (1967)	Distributive Education (1974)
Eleni J. LoPorto, B.A. (1972)	English
Donald J. Lovely, A.B., M. Ed. (1957)	Social Studies
C. Edward Morrison, Adv. Voc. Teaching Ctf. (1965)	Industrial Arts
Joan E. Morse, B.A., M. Sc. (1972)	Learning Resource Specialist
Eunice Mosher, B.S. (1972)	Special Needs Resource Teacher (1974)
James T. Murphy, B.S., M. Ed., M.S. (1953)	Science Dept. Head
Thomas F. Myslicki, B.S. (1972)	Physical Education
David Nathans, B.A., M. Ed. (1969)	Mathematics
Barbara C. Nevils, B.A., M.A., $(1972)_1$ (1974)	Mathematics
Joseph V. Nisco, B.A., (1959)	French/Spanish
Anna F. Normand, B.S. (1974)	Social Studies
Carl A. O'Brien, B.S.E.E. (1974)	Industrial Arts
Cheryl I. O'Brien, B.S. (1968)	Business Education
Phyllis J. Onusseit, B.S. (1974)	English
Michele J. Owaroff, B.A., M.A.T. (1973)	English
John B. Pacino, B.S., M. Ed., C.A.G.S. (1945)	Guidance
Walter G. Paskowsky, B.S., M.A. (1960)	Guidance (1974)
Robert F. Patterson, B.S.E. (1959)	Industrial Arts
Jerome H. Perry, B.S., Ed. M. (1957)	Physics
E. Jane Reed, B.S., Ed. M., C.A.G.S. (1958)	Chairman, Bus. Ed. Dept.
Steven A. Rhodes, B.A. (1966)	Mathematics
Gladys M. Roberts, B.S. (1968)	Business Education
James L. Roth, A.B., M.M.E. (1957)	Music
Geraldine F. Roy, B.S., M.A. (1950)	Art
Helen E. Scannell, B.A., M. Ed., C.A.G.S. (1970)	Business Education
Paul A. Schapira, B.A. (1972)	Mathematics
Susan E. Sellers, B.A., M.A.T. (1972)	Social Studies
Jean S. Silva, B.A. (1968)	Learning Resource Specialist
Paul W. Soule, A.B. (1966)	Biology
Margaret B. Starrett, B.A. (1974)	Business Education
Sally Stembridge, A.B. (1955)	English
Anne C. Stewart, B.A., M.A.T. (1974)	Social Studies
Robert G. Stewart, B.A. (1974)	Science
Meredith L. Suld, A.B., M.A., M.R.E. (1968)	French
Robert R. Swanson, B.A. (1970)	Social Studies
Eric A. Turner, B.S., M. Ed. (1969)	Mathematics Dept. Head
Peter J. Valeska, B.A., M. Ed. (1970)	Social Studies
Frederick C. Wales, B.S.E. (1942)	Industrial Arts Dept. Head
Michael J. Weinswig, B.A. (1974)	Spanish/French
Charles A. Whipple, B.A., M. Ed. (1972)	Social Studies
John W. White, Jr., B.S., M. Ed. (1958)	Physical Education
Peter T. Wood, Jr., B.A., M. A. Ed. (1970)	Art
Kevin J. Zenewicz, B.A., M. Ed. (1969)	Chemistry

Arthur W. Coolidge Junior High School

John R. Copithorne, B.A., M. Ed. (1946)	Supervising Principal (1960)
Louis A. Adreani, B.S., Ed. M. (1955)	Asst. Principal (1960) & Science
Polly H. Alexander, B.S., M. Ed. (1967)	Learning Resource Specialist
E. Ann Bowman, B.A. (1962)	French
John R. Burns, B.S., M. Ed. (1960)	Social Studies
Richard G. Chapman, B.S., M. Ed. (1958)	Guidance
Louise C. DiCarlo, B.A. (1971)	English
Robert A. Dinwoodie, B. Ed. (1961)	Industrial Arts
Sylvia Duani, B.A., M.A. (1974)	English
John J. Fasciano, B.S., M. Ed. (1959)	Dept. Head-Science
Walter J. Fitzgerald, B.S. (1965)	Physical Education
Mary E. Foulds, B.A. (1973)	Mathematics
Ruth E. Hood, B.S. (1973)	Home Economics
Jennifer L. Lindquist, B.A. (1972)	Social Studies
William A. McQuillen, B.A., M.A. (1967)	Social Studies
Robert F. Mingolelli, B.A. (1964)	Music
Elizabeth Q. Morrison, B.S. (1970)	Special Education
Ronald C. Morrison, B.S. (1967)	Science
Lucy A. Nittolo, B.S. (1972)	Science
Sandra L. Osborn, B.S. (1969)	Home Economics
Marjorie T. Pacino, A.B., M. Ed. (1964)	Mathematics Dept. Head
Robert M. Quinn, B.S., M. Ed. (1969)	Social Studies
Ruth Salter, B.S. (1973)	English
Francis A. Sateriale, B.S. (1973)	Science
Michael Scarpitto, B.A. (1972)	English
Frank E. Tuxbury, Jr., A.B., M. Ed. (1961)	Mathematics
Elizabeth A. Twomey, A.B., M. Ed. (1973)	English
Robert S. Ward, B.S. (1969)	Industrial Arts
Mary D. Wilson, B.S. (1961)	Physical Education
Terry M. Woody, B.A. (1968)	English & Social Studies
Sarah M. Yates, B.F.A. (1974)	Art
Maureen H. Zolubos, B.A. (1973)	Mathematics

Walter S. Parker Junior High School

John D. Delaney, B.S., M. Ed. (1964)	Supervising Principal (1972)
Stanley E. Butcher, A.B., M.A. (1949)	Asst. Principal & Social Studies
Donald F. Adams, B.S., M.S. (1959)	English
Raymond E. Anderson, B.S., M. Ed. (1961)	Mathematics
Mary A. Bagdasarian, B.S., M. Ed. (1970)	Learning Resource Specialist
Elaine L. Berg, B.S. (1971)	Mathematics
William R. Carne, B.S., M. Ed. (1966)	Science Dept. Chairman
William D. Cowles, B.S., M. Ed. (1965)	Mathematics
Kathleen A. Forbush, B.S., (1973)	Physical Education
Donald B. Garland, B.S., M. Ed. (1956)	Science
Nancy L. Golon, B.S. (1972)	Science
Donald G. Green, B.M. (1958)	Music
Lois W. Harkless, B.S. (1970)	Art
Peter C. Hichborn, B.S. (1968)	English
Joan A. Hunnefeld, B.A., M. Ed. (1961)	Perceptually Handicapped
Katherine S. Jacobitz, B.S. (1973)	Science
Janice C. Jonas, B.A. (1973)	English

Ellen R. Jordan, B.S. (1974)	Social Studies
Albert W. Kent, B.S. (1943) (1961)	Mathematics
Helen R. Knight, B.S., Ed. M. (1946)	English Dept. Head
Albert A. LaHood, B.A., M.S., (1960)	Guidance
Alice A. Lovely, B.S., M.S. (1950)	Home Economics
Wilburt G. MacGregor, B.A., M.A.T. (1961)	Social Studies
James D. McCann, B.S., M. Ed. M.A.T. (1963)	Social Studies
John T. McHugh, B.A. (1970)	Social Studies
Donald E. Meroth, B.S. (1967)	Physical Education
Edward J. O'Gorman, B.S. (1957)	Industrial Arts
Priscilla B. Perry, A.B., Ed. M. (1957)	French
Jean B. Putney, B.S. (1964)	Home Economics
Michael J. Tierney, B.A. (1967)	Industrial Arts
Francis S. Tyburc, B.S. (1972)	Social Studies
Thais E. Waldron, B.S. (1961) (1964)	English
Patricia J. White, B.A. (1971)	Reading

Alice M. Barrows School

Charles N. Papandreou, A.B., M. Ed. (1960)	Supervising Principal (1973)
Jean W. Bennett, Salem Normal (1955)	Asst. Principal & Grade 5
Judith A. Angus, B.S. (1962)	Grade 4
Ruth H. Bowers, B.A. (1974)	Elementary Music
Susan J. Briggs, B.S. (1970)	Kindergarten
Marcia C. Brown, B.S. (1971)	Grade 5
Laurence J. Conn, B.A. (12/16/74)	Grade 4
Jill D. Habalow, B.S., Ed. M. (1974)	Speech & Language Pathologist
Thomas F. Hoffrage, B.S. (1974)	Grade 6
Mary C. Hynes, B.S.E. (1974)	Special Education
Nancy P. Jolly, B.S. (1971)	Elementary Physical Education
Claire M. Lange, B.S. (1973) (resigned 12/20/74)	Grade 4
Joan-Anne Marshall, B.S., (1968)	Grade 3
Barbara J. McLean, B.S. (1974)	Grade 6
Joan I. Merrill, B.A. (1974)	Elementary Music
Angelica E. Papke, B.S. (1973)	Grade 1
Dorothy R. Payzant, B.L.I. (1953)	Speech Therapist (1966)
Nancy G. Powell, B.S. (1970)	Reading
Jane N. Rosa, B.S., B.A. (1972)	Elementary Music
Eileen B. Shine, B.A., M.A. (1973)	Grade 2
Rosanne D. Waldron, B.S. (1968)	Grade 5
Virginia H. Walters, B.S. (1967)	Grade 3
Miriam C. Wiltman, B.S., M. Ed. (1973)	Grade 1
Efrosine A. Yeannakopoulos, B.S., M.S. (1974)	Grade 6

Birch Meadow School

Dennis F. Murphy, B.S., Ed. M. (1953)	Supervising Principal (1960)
Ronald L. Wood, B.S., M. Ed. (1960)	Asst. Principal & Grade 5
Joseph R. Allosso, B.S. (1968)	Physical Education
Elaine Andruchow, B.A. (1974)	Grade 3
Irene C. Bourne, B.S. (1974)	Grade 2

Dana H. Budowsky, A.B., M.L.S. (11/7/74)	Learning Resource Specialist
Janice A. Feagley, B.S. (1970)	Grade 4
Diana C. Kelley, B.S. (1966) (1972)	Grade 5
Deborah D. Lynch, B.S., M. Ed. (1971)	Grade 3
Roberta A. Marino, B.A. (1973)	Grade 1
Kaye S. Michelini, B.A. (1970)	Grade 5
Elaine H. Morgan, B.S. (1974)	Kindergarten
Robert A. Penta, B.S. (1974)	Grade 4
Gloria S. Rosenthal, B.S. (1949) (1955) (1967)	Grade 6
Paula R. Santoro, B.S. (1974)	Kindergarten
Sandra A. Schifano, B.S. (1974)	Grade 3
Louise Spracklin, B.S., Ed. M. (1957)	Reading
Mary E. Sullo, B.S. (1967)	Grade 1
Carol J. Tarpin, B.S. (1972)	Grade 2
Eleanor C. Wall, B.A. (1971)	Grade 4
Carol A. Wertheim, B.A., Ed. M. (1966)	Grade 6
Paul E. Zalubas, B.S., Ed. M., C.A.G.S. (1966)	Grade 6

Joshua Eaton School

Eleanor M. Skahill, B.S., Ed. M. (1943)	Supervising Principal (1952)
Vincent J. Blandini, B. Ed. (1964)	Asst. Principal & Grade 6
Rebecca H. Alexander, B.A., M. Ed. (1962)	Perceptually Handicapped
Anne P. Baker, Danbury Normal (1954)	Grade 2
Karen A. Clough, B.A., M. Ed. (1971)	Kindergarten
Kathleen Connolly, B.S. (1974)	Grade 6
June C. Connor, B.A. (1973)	Grade 4
Shirley J. Crompton, B.S., M. Ed. (1955)	Grade 4
David J. Dolan, A.B. (1970)	Grade 6
Carol O. Everson, B.S., M. Ed. (1966)	Grade 5
Janis E. Gerety, B.S. (1973)	Grade 2
Linda M. Guerrette, B.S. (1973)	Grade 1
Kathleen A. Hahn, B.S. (1973)	Grade 5
Elizabeth B. Klaiman, A.B., M. Ed. (1964)	Reading
Mary L. Leary, B.S. (1961)	Grade 1
Carol A. Livingston, B.S. (1973)	Grade 3
Rosemary C. McKenna, B.S. (1973)	Elementary Physical Education
Doris A. Parry, B.A., M.S. (1973)	Grade 1
Linda J. Provo, B.A., M. Ed. (1969)	Learning Resource Specialist
Maureen E. Rea, B.S. (1969)	Grade 3
Christine C. Redford, B.S. (1972)	Grade 5
Marion E. Saylor, A.B., M. Ed. (1960)	Grade 4
Ina M. Segal, B.S. (1967) (1973)	Grade 3

Highland School

Donald B. Farnham, B.S., Ed.M, C.A.G.S. (1955)	Supervising Principal (1964)
Frances F. Akell, B.S., Ed. M. (1958)	Reading
Linda J. Anderson, B.A. (1970)	Grade 5
Judith N. Applebaum, B.A. (1969)	Grade 5
John T. Babine, B.A. (1973)	Grade 5-6

Lynne H. Cameron, A.B. (1974)	Grade 2
Richard H. Downes, B.S. (1973)	Grade 4
Gertrude B. Drozek, Salem Teachers (1964)	Grade 1
Harold B. Elder, B.S. (1972)	Grade 4
Beverly A. Janson, B.S. (1972)	Grade 2
Barbara E. Leslie, B.S. (1971)	Grade 3
Barbara A. Lubotsky, B.S. (1972)	Grade 6
Eleanor G. MacMillan, B.S. (1968)	Kindergarten
Irene Montigny, B.A. (1955)	Grade 6
Genevieve B. Norcott, A.B. (1970)	Grade 1
Christine B. Price, B.A., MAT (1973)	Grade 3
Peter H. Teloian, B.S., M. Ed. (1964)	Guidance

J. Warren Killam School

John F. Morabito, B.S., M.A. (1954)	Supervising Principal (1959)
Joyce Y. Manchester, B.S. (1969)	Asst. Principal & Grade 5-6
Gail M. Amiralian, B.S. (1972)	Grade 4
Susan J. Andrews, B.A. (1974)	Grade 3-4
Linda J. Augello, B.A. (1973)	Grade 5-6
Joseph M. Buckley, Jr., B.S. (1970)	Grade 4
Sandra J. Buswell-Charkow, B.S. (1974)	Primary Transitional
Marian K. Carlyle, B.S. (1972)	Kindergarten
Patricia M. Carson, B.S. (1974)	Elementary Art
Ruth A. Clark, B.A. (1973)	Grade 1
Virginia A. Collins, B.S., M. Ed. (1971)	Grade 5
Anne F. Coneeney, B.S., M.E. (1963)	Kindergarten
Marcia L. Cook. B.S. (1974)	Grade 2
Sharon I. Dugan, B.S. (1973)	Grade 1
Nancy L. Dugmore, B.S., M. Ed. (1969)	Grade 1
Carol M. Hale, B.A. (1973)	Grade 2
Elaine C. Hondorf, B.A., M.S. (1971)	Learning Resource Specialist
Diane M. Kasarjian, B.S. (1969)	Grade 3
Margaret H. Keene, B.S., M. Ed. C.A.G.S. (1959) (1969)	Reading
Roberta J. Kelley, B.A. (1969)	Grade 5-6
John H. Kelliher, B.S. (1971)	Grade 6
Rose Lentini, A.B., M. Ed. (1958)	Special Education
Jean M. Maloney, B.S. (1970)	Grade 2
Dorn F. Mar, B.A., M. Ed. (1970)	Grade 6
Ellen E. Messing, B.A., M.A. (1971)	Teacher of the Deaf
Judith J. Messinger, A.B., M. Ed. (1969)	Emotionally Disturbed
Elise O'Brien, B.S., M.S. (1969)	Elementary Physical Education
Rosemary Palmer, B. Ed. (1974)	Grade 2
Donna M. Ryan, B.S. (1968)	Grade 2
Priscilla H. Smalzel, B.A. (1973)	Grade 3-4
Helen M. Thebideau, B.S. (1955)	Elementary Art
Judith G. Upham, B.S. (1969)	Grade 3
Ronnie G. Ventura, B.A., M. Ed. (1973)	Guidance
Susan Y. Wheltle, A.B. (1971)	Elementary Art

Lowell Street School

Donald B. Farnham	Supervising Principal
Dorothy Conron, B.S. (1953)	Building Principal & Grade 2
Kathleen A. Doiron, B.S. (1973)	Grade 1
Claire L. Flynn, A.B., M. Ed. (1969)	Grade 3
Pamela P. Hadden, B.S. (1971)	Grade 4

Pearl Street School

Paul A. Guerrette, B.S., M. Ed. (1965)	Supervising Principal (1968)
Donald L. Welford, B.S., M. Ed. (1970)	Asst. Principal & Grade 5
Raymond A. Almeida, A.B.,Ed.M. (1974)	METCO Coordinator
Ann L. Adams, B.S. (1961)	Grade 3
Jane E. Barry, B.S. (1963)	Grade 5
Mary E. Boghossian, B.S. (1956)	Grade 2
Marguerite S. Brisbois, A.B. (1966) (1968)	Grade 2
Jane G. Clancy, A.B., M. Ed. (1957) (1967)	Grade 6
Constance Cooke, B.S., M. Ed. (1970)	Grade 2
Bernard F. Creeden, B..A. (1973)	Grade 1
Maya C. Das, B.A., M. Ed. (1960)	Grade 4
Nina Gendelman, B.S., M.S. (1972)	Learning Resource Specialist
Linda J. Higgins, B.S., M.S. (1974)	Grade 1
Janet M. Hogan, B.S. (1970)	Grade 3
Jean E. Jacob, B. Ed. (1955)	Grade 4
Susan M. Keating, B.S. (1974)	Grade 1
Beverly T. Mattatall, B.S. (1974)	Kindergarten
Ann M. Robleski, B.A. (1968)	Grade 6
Doris C. Shaw, A.B. (1973)	Kindergarten
Bonnie B. Sher, B.S. (1974)	Grade 3
Harriet L. Silverstein, B.A., M. Ed. (1973)	Grade 6
Jean E. Weatherbee, B.S. (1972)	Grade 4
Deborah C. Witherell, A.B., M. Ed. (1971)	Elementary Reading

Prospect Street School

Charles N. Papandreou	Supervising Principal
Mary A. Boyle, B.A. (1966)	Grade 1
M. Gaynell Knowlton, B.A. (1972)	Grade 2
Pamela A. Quinn, B.A. (1974)	Grade 3
Elaine P. Smith, B.S. (1973)	Grade 4

Woburn Street School

Herbert Baron, B.S., Ed. M. (1955)	Supervising Principal (1970)
James J. Dumas, B. S., Ed. M. (1970)	Asst. Principal & Grade 6
June S. Brown, B.S. (1969)	Grade 3
Richard N. Crump, B.S., Ed. M. (1964)	Elementary Guidance
Michael H. DeLong, B.S. (1973)	Grade 5
Michaelene M. Gaffney, B.A., M.A. (1970)	Grade 6
Paul D. Graveline, B.A., Ed. M. (1970)	Reading
Sally J. Hatfield, B.S. (1973)	Grade 3

Lynn D. Holbein, B.A., M.A. (1974)	Grade 5
Barbara A. Murphy, B.S. (1973)	Grade 4
Lois R. Murphy, B. S. (1959) (1969)	Grade 1
Shirley M. Osborne, B.A. (1971)	Grade 2
Adele M. Pekins, B.S. (1971)	Grade 4
Susan M. Rettberg, B.A. (1973)	Grade 6
Barbara J. Seaward, B.S. (1972)	Grade 2
Ruth A. Stanieich, B.S. (1974)	Grade 1
Nancy A. Sumner, B.S. (1974)	Grade 1
William G. Webb, B.Ed.,D.M.Ed. (1964)	Grade 4
Barry R. Wright, B.S. (1972)	Grade 1

READING MEMORIAL HIGH SCHOOL
COMMENCEMENT EXERCISES

JUNE 9, 1974

PROGRAM

PROCESSIONAL — High School Band

PLEDGE OF ALLEGIANCE TO THE FLAG
Led by Class President John Moran

STAR SPANGLED BANNER — Key-Smith
Audience, Senior Class, and Band

PRAYER — The Reverend Adrian R. Keeton

SALUTATORY — Lisa Miles
The Source Within

REMARKS — by Foreign Exchange Student Fakhria Masumi
Peace is the Flower of Understanding

VALEDICTORY — Jane Crowley
Man is His Own Star

SCHOLASTIC HONORS
Announced by Mr. Ara A. Karakashian, Principal, and presented by Mrs. Nancy Elgart, School Committee Member

CONFERRING OF DIPLOMAS
Dr. Robert S. Wells, Superintendent of Schools and Mr. Frank A. Smith, Jr., Chairman of the School Committee

BENEDICTION — The Reverend Adrian R. Keeton

RECESSIONAL — High School Band

CANDIDATES

Jonathan L. Adams
Deirdre Ahearn
** Steven Edward Ahlstrom
Joyce Dianne Allen
** Diane Marie Andreola
John C. Andreola
Stephen J. Angelo
Carlyn Hope Appleton
Adele Brianne Ardolino
Lorraine T. Arsenault
William W. Austin
Karin Marie Backe
Carol Ann Bacon
Cynthia F. Bacon
Patrice Annette Baer
Gary Baker
Judith Ballou
Mark P. Baltier
** Janet Carol Bamberg
Doreen M. Barnard
Deborah A. Barnes
Lucretia Barrett
Corinne Christine Basso
Sharon Arleen Bazarian
Peter R. Beaucher
** Cynthia J. Beede
Cheryl A. Bellino
Susan P. Belmonte
Gerald R. Berian
Robert C. Bilodeau
Bernard M. Birmingham
John C. Black
Bradford M. Blaisdell
Mark C. Bond
Anthony M. Boschetti
Victor Philip Bosteels
Richard A. Bosworth
Darlene Ann Bowe
Robin L. Bowker
Marie Catherine Brennan
Carol Ann Bridge
** Deborah Lynne Brigham
Alan Brown
Daniel W. Brown
Leslie Jane Brown
Meredith Susan Brown
** Patricia M. Brown
Thomas A. Buckley
Joseph L. Buttery
Sheila A. Byington
Daniel W. Cahoon
Susan Elizabeth Calef
Karen L. Callahan
Everett Lewis Carbone, Jr.
Joanne M. Carbone
Mark S. Carleton
William D. Carlyle
David C. Carr
Ann A. Carter
Kendall Lee Cecil
Carolyn J. Ciampa
Dana L. Ciardi
Lucy S. Cimini
Paul Clemens
Barbara Jean Cloonan
Charles W. Collins
James P. Collins
** Marjorie C. Collins
Lynn M. Conner
David M. Connors
Mary Kathleen Connors
David K. Cook
Jonathan W. Cook
Neal Chapman Coombs
Shane M. Coppola
David Corindia
Dennis C. Corkery
Christopher James Corkum
David R. Corsano
** Karen Ann Couture
Jean L. Cowan
Wayne E. Craigie
Scott D. Cramer
Karen Ann Creiger
Ellen J. Cressinger
Laura Crittenden
** Jane Patricia Crowley
John Patrick Crowley
Janice Cullinane
* Christopher Francis Cummings
Donald Cummings
Gail Ann Cusato

* Upper Ten Percent
** National Honor Society

CANDIDATES

James A. Cutelis
Kathleen Ann Darby
Kathleen Ellen Darcy
Mary Jo D'Arcy
** Marcia Kimball Davenport
Norman S. Dearborn
John Raymond Decowski
Rosanne DeVito
William H. Diamond, Jr.
Scott W. Didham
Lawrence J. DiPietro
** Deborah A. DiVito
** Amy L. Dixon
** Patricia Ann Donovan
Carol J. Doucette
Donna J. Doucette
Lauren J. Doucette
Mary Jane Doucette
Leo C. Downing, Jr.
** Alan L. Doyon
Charlotte M. Duffy
Paul Duffy
Christine Dunn
James J. Dunning
Christina M. Edwards
Debra I. Ellis
Mark Elwell
Heidi Emery
Michele Emery
Cheryl Ann Engel
Mario R. Escrich
John J. Falkenstrom
** Robert P. Fallon
Robin Fancher
Charles A. Farley
Deborah A. Farris
David E. Fasciano
** Paul Fearnside
Susan J. Feener
James Feneck
Brian P. Fields
** Rebecca A. Fields
Joedie Ann Fierro
Kevin Flateau
Mary Ellen Foley
Dawn Folland
Donna Alice Folland
Jerrianne Franklin
Joan Mary Freeman
Susan J. Fuller
Diane L. Gadbois
Diane J. Galante
Michael Gallagher
Michael J. Gandolfi
James R. Gard
Leslie J. Gardiner
Donna G. Gardner
Douglas Foster Garrard
Dennis R. Gautreau
Luanne Gelenian
Ronald F. Gemellaro
Kim Michele Genest
** Debra M. George
Janet M. Gilbert
Sharon Lee Gildea
** Judith Anne Marie Gillis
Patricia A. Gillis
David Edward Gilman
Andrea F. Gish
Robert W. Goddard
Marilynda Good
Ralph Grande
John E. Gregorio
Cathleen A. Griffin
Kevin Grimes
Karen A. Guarino
Cheryl A. Guazzaloca
Michael David Gugger
Janet Lee Guptill
David E. Gustafson
Mark Lawrence Habel
Kenneth W. Haberman
Andrew Peter Hagopian
Edward William Haley, Jr.
Byron J. Hall III
Carol Ann Hamel
Kathleen M. Hardy
Kim S. Harvey
Martha L. Hatch
Brian S. Hayes
Clarke Hazelwood
Bruce Thomas Hebenton
Gary D. Heinstrom
** Amy Louise Henderson

* Upper Ten Percent
** National Honor Society

CANDIDATES

Diane Marie Heffernan
Charles Herlihy
David Herook
Deirdre R. Hewitt
** Candace A. Hiitt
John W. Hildreth
Dana Hill
Janet Ellen Hodges
Regina Louise Hoell
Scott Alan Hoffman
Jane-Ellen Hollis
Robert A. House
Elaine M. Howland
James W. Howland
** Henry Douglas Hoyle
Paula Marie Hoyt
James Hubbard
Joseph H. Hulse
Cynthia Ann Hunt
Lori Ann Hunt
Jeffrey P. Hurlbert
Sharon Anne Hutchinson
David R. Hyslip
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Kim Marshall
Fakhria Masumi
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Sallyanne MacIsaac
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EIGHTIETH

ANNUAL REPORT

OF

THE MUNICIPAL LIGHT BOARD

For the year ending

DECEMBER 31, 1974

GENERAL STATISTICS OF

READING MUNICIPAL LIGHT DEPARTMENT

A TEN YEAR COMPARISON

SYSTEM OUTPUT	1964	1974
Energy Purchased Kilowatt Hours	141,555,754	329,886,142
Cost per Kilowatt Hour Purchased	1.3506c	3.0056c
System Peak Kilowatt Load	33,648	64,160
KILOWATT HOURS SOLD		
Residence	60,333,584	113,495,306
Industrial and Commercial	67,080,697	188,350,100
Others	2,690,091	4,166,483
Total	130,104,372	306,011,889
NUMBER OF CUSTOMERS		
Residence	13,968	17,112
Industrial and Commercial	1,031	1,442
Others	120	140
Total	15,119	18,694
OPERATING REVENUE		
Residence	$1,759,205.	$5,172,208
Industrial and Commercial	1,396,263.	7,687,662
Others	94,186.	240,974
Total	$3,249,654.	$13,100,844
AVERAGE REVENUE PER KWH		
Residence	2.9158c	4.5572c
Industrial and Commercial	2.0815c	4.0816c
Other	3.5012c	5.7836c
Average Revenue All KWH	2.4977c	4.2812c

MUNICIPAL LIGHT BOARD

John H. Crooker	Term Expires 1975
William H. Parker, III	Term Expires 1976
Frank C. Graupner	Term Expires 1977

Norbert D. Rhinerson
General Manager

25 Haven Street
Reading, Massachusetts

MANAGER'S REPORT

To: The Municipal Light Board

Gentlemen:

Respectfully submitted is the eightieth annual report of the Municipal Light Department.

1974 was a year in which electric rates reached very high levels because of the oil prices paid by Boston Edison Company, our wholesale supplier. This, coupled with the shutdown of Edison's Pilgraim Nuclear Plant at Plymouth, caused the fuel adjustment on our customer's electric bills to reach 1.93c per kwh in May. With that plant resuming operation in early August, the fuel adjustment dropped 0.6c per kwh by October.

On March 1, our department increased rates by $261,000. in order to produce revenues allowed by Massachusetts Statutes, 8% of original cost of plant. At the same time, the fuel adjustment was added to the street lighting rates, had not this been done, the basic revenues for street lighting would have been eroded due to high fuel costs.

It was noted in our filing with the Department of Public Utilities that our full conversion to 115kV and installation of capacitors at the Kenneth E. Gaw Substation made necessary a much lower rate increase than would have been necessary otherwise.

On October 1, another retail rate filing was made to conform with the Department of Public Utilities ruling that all fuel costs should be included in the fuel adjustment charges. Boston Edison includes 2.95 mills/kwh in their basic wholesale rates. Therefore, we reduced our basic rates accordingly and added this 2.95 mills/kwh to our fuel adjustment charge. Customer's total bills as a result did not change but it looked as if

their fuel adjustment charges were increased. An explanation was included along with the new bills as well as in the local newspapers and apparently was generally understood.

On July 15, Boston Edison filed a new wholesale rate, S-3, with the Federal Power Commission. The Federal Power Commission suspended the rate until December 15, the full five months allowed under the Federal Power Act. Boston Edison later asked that the rate be allowed to go into effect on November 1, but this was disallowed upon petition by our attorneys. The new wholesale rate increased our annual power costs by $380,000. but this was offset by a revised fuel adjustment factor which when passed through to our customers, reduced the increase to $210,000. Effective Jan. 1, 1975, the surcharge on our customer's bills will be increased from 26% to 32%. This will produce just enough added revenue to pay the increased wholesale power costs.

We continue to use the surcharge on retail bills to recover the S-2 and S-3 wholesale rate increases. This allows us to accumulate the surcharge collections on a customer by customer basis and if the Federal Power Commission does determine that a part, or all of these wholesale rate increases are not proper, we then can make a proportionate refund to each customer.

No rulings have been made on S-1 (effective May 1, 1970), S-2 (effective January 1, 1973) and S-3 (effective December 15 1974). The Federal Power Commission Administrative Law Judge ruled favorable on S-1 on July 19, 1973 and all legal briefings on S-2 were completed by October 15, 1974 and hearings are to begin in early 1975 on S-3.

Considerable time and effort were spent during 1974 with representatives of Boston Edison Company attempting to come to a settlement of the S-2 rate which became effective on January 1, 1973 and was supplanted by S-3 on December 15, 1974. Agreement was had on the rate itself but other issues such as the anti-trust release wanted by Boston Edison Company and Norwood's anti-trust case against both Boston Edison Company and New England Power Co. stalled final settlement. It had been hoped that refunds could have been made to our customers during late 1974, but this was not to be the case.

According to my review of past records, 1974 was the first year in 41 years of operation in which the sales of electricity were less than that of a previous year. In fact, the reduction was 3.6%. This reflects the reaction to higher electric prices and the overall interest in conservation of our resources.

For over 25 years, municipal electric utilities such as ours, have pressed for statutory authority to join together to finance effective generating facilities in order to produce the most reasonable power costs. The 1973 session of the Massachusetts General Court passed, and the Governor signed, a measure that amended the General Laws by the insertion of Chapter 164A called the New England Power Bill. Each municipality however, had to accept the provisions of the new statue and this approval was given by Reading's Town Meeting on October 21.

Chapter 164A provides the necessary authority for both private and municipal electric systems to participate in the New England Power Pool. (NEPOOL). NEPOOL is the regional planning and utility operations group through which both public and private electric systems implement joint planning of electric facilities. These cooperative efforts make it possible for utilities to build larger, more efficient generating units.

The new statute provides, for the first time in Massachusetts history, the opportunity for our municipal electric utility to finance ownership in municipal and/or privately owned generating plants by the use of long term revenue bonds secured by utility revenues.

For the past year, we have participated in the Massachusetts Municipal Wholesale Electric Power Company (MMWEC) which will aid us in planning for participation with other private and municipally owned generating facilities. MMWEC is a private electric utility subject to Massachusetts Department of Public Utilities approval and has been designated by our utility and other municipal electric utilities in Massachusetts as the coordinating and planning agency for the development of their bulk power supply through the purchase of ownership shares in NEPOOL planned or designated generating plants. I have actively served on the MMWEC Executive Board. NEPOOL has already agreed to approve 800 MW of consumer-owned generation in this region.

MMWEC is developing plans for a 390 MW generating facility at Westover Air Force Base in the Town of Ludlow and a 100 MW unit in Danvers which will use steam generated by the burning of refuse collected by a private firm.

Opportunities are also available in plants to be constructed by private utilities. We have indicated an interest in one such plant being built by Northeast Utilities in Montague, Massachusetts consisting of 2 — 1150 megawatt nuclear units. Other municipals have also indicated interest in owning shares of this plant. Thirteen municipal electric

systems plan to sell $26,000,000. of revenue bonds early in 1975 for their ownership share of a nuclear plant in Waterford, Connecticut being constructed by the Connecticut Light and Power, Hartford Electric and Western Massachusetts Electric Company. The $26,000,000. will buy 3.2% of the 1150MW output of the plant. Chapter 164A allows several municipals to combine their financial needs into a single bond issue. a 2/3 vote of Town Meeting is required prior to any such borrowing.

Late in the year, the Massachusetts Supreme Judicial Court ruled that our department did not have to pay taxes for electric distribution facilities located in North Reading. This was the culmination of the case brought against the department by the Town of North Reading in 1969.

Operating highlight for 1974 are presented herewith, followed by financial summaries and statements:

PEAK LOAD: 64,160 KVA — Decreased 18%

The peak system demand was recorded on June 10 at noon. This was the third consecutive year in which our system has experienced a summer peak. The peak in 1974 was 18% lower than the 78,320 KVA all time high of September 4, 1973. The reduction was primarily a result of the capacitor installations at the Kenneth E. Gaw and Ash Street Substations but also due to a cooler summer and customer conservation programs.

PURCHASED POWER: 329,873,500 Kilowatt Hours — Decreased 1%

As mentioned before, this decrease in energy sales was the first in many years. Purchases were equal to or lower than the previous year except that there was a resurgance of purchases in November and December. December purchases were up 10% over December of 1973, however, still short of December 1972.

KILOWATT HOURS SOLD: 306,011,889 Kilowatt Hours — Decreased 3.6%

Energy sales were down 11,553,690 kilowatt hours due to customer conservation action and a reflection of resistance to higher energy prices.

OPERATING REVENUE: — $13,100,844.83 — Increased 42.5%

The increase in revenue is a direct result of the increased fuel costs passed through to our customers by means of the fuel adjustment.

TOTAL EXPENSES: — $12,159,490.62 — Increased 38.7%

$3,142,485.68 or 92.5% of the $3,394,576.15 increased expense during 1974 represented increased costs of power purchased from Boston Edison Company.

CUSTOMERS: 18,694 — Increased 1.76%

Service was extended to 323 new customers as compared to 461 in 1973.

PAYMENT TO TOWN TREASURY: $245,611.80 — Decreased 17.45%

The reduced payment to the Town represents lower earnings in 1973 from the previous year.

TOTAL COST OF PLANT AND GENERAL EQUIPMENT: — $12,393,628.67

Gross additions to plant during 1974 were $652,233.01 and retirements of plant amounted to $81,769.36, leaving the net addition to plant of $570,463.65. This compares to $1,265,801.00 during 1973.

The additions during 1974 were for distribution facilities and $40,368.80 for the purchase of one large line truck.

CONSTRUCTION HIGHLIGHTS

The installation of the four capacitor banks at Gaw Station was completed. They total to 21,600 kvar, also 4,800 kvar was installed at the Ash Street Station. These installations have improved the system power factor to near unity. This increases station transformer capacity and helps to lower our cost of power from Boston Edison Company.

We have contracted for a complete mapping of the system. This will be a great aid in system planning and operation when completed.

The fire detection system was completed at the Gaw Station and will be in operation shortly.

Two 75 kva and two 167.5 kva self-regulating step down transformers were installed on Shawsheen Ave. in Wilmington to take advantage of the remaining life of some 4 kv. facilities in the area.

New feeder 167 which originates at the Gaw Station, then by way of Causeway Rd., Lowell St., Beverly Rd., Grove St. and Strout Ave. to the Pumping Station, was constructed by the installation of 3000 circuit feet of 336.4 MCM compressed aluminum spacer type cable and reinsulating 2800 circuit feet of #2 copper open wire. This feeder will be extended on Franklin Street from Grove Street to Main Street in 1975.

Reading Memorial High School was converted to 13.8kv by the installation of 500 circuit feet of 1/O aluminum open wire and is now supplied from the Gaw Station.

Line 1453 was tapped at High Street and extended up Woburn Street then down Chute Street by the installation of 900 circuit feet of 1/O open wire. This serves the new stores on High Street and a new 500 kva transformer at the Atlantic Food Mart on Haven Street. This will be further extended to feed the building on the corner of Haven and Linden Streets, and later, the new Masonic Building.

The new Route 129 bridge in Wilmington required the installation of thirteen poles and 1800 circuit feet of 336.4 MCM ACSR open wire.

The underground service to the new Reading Savings Bank on Haven Street was completed with the installation of 300 feet of 4" conduit, 110 feet of #2 copper 15kv. cable, 233 circuit feet 4/O copper 15 kv. cable, one double circuit 600 amp. S & C switch assembly and one 112.5 kva pad mount transformer.

The new roadway lighting on Routes 128 and 1-93 required two poles, 365 circuit feet of #4 copper wire, 525 circuit feet of #1 aluminum wire, three 37.5 kva and three 25 kva transformers.

The North Reading Atlantic Shopping Plaza was converted to 13.8kv by installing six poles, 1500 circuit feet of 1/O aluminum wire and three 167.5 self regulating step down transformers were installed on North Street to take advantage of the remaining life of the 4 kv facilities on North Street and adjacent side streets.

The replacement truck for old truck 5, ordered in 1973, was received in 1974. It consists of a vehicle with a 30000 pound GVW, a 6000 pound corner mount derrick and a 2000 foot, 15000 pound constant pull winch. This has been of great assistance in the large amount of underground construction installed throughout this year.

A second 115 kv stepdown Station is in the planning stage to serve the North and East sections of the system.

UNDERGROUND DEVELOPMENTS

Corum Meadows off Salem Street, Wilmington — 12 new 100 watt enclosed style mercury vapor street light fixtures were installed on 30', class 7, hollow bored wood poles specifically designed for residential underground developments.

Pinecrest off Salem Street, Wilmington — 5 new 100 watt enclosed style mercury vapor street light fixtures were installed on 30 foot, class7, hollow bored wood poles.

Elmwood Village off Arlene Ave., Wilmington — Service was extended to 12 new homes which included 5250 feet of 3" PVC conduit, 4500 feet of 4/O aluminum single conductor 600 volt, cross-linked polyethylene cable, 1240 feet of #2 copper 15000 volt cable and 1500' 2" PVC street light duct.

Glen Acres, off Glen Road, Wilmington — Service was extended to 35 new homes which included 9700 feet of 3" PVC conduit, 10,465 feet of 4/O aluminum single conductor 600 volt cross-linked polyethylene cable, 4000 feet of 1/O aluminum 15000 volt cable, 6-37.5 kva 15kv pad mount transformers and 9 concrete pull holes.

Juniper Ridge, off Kilmarnock Street, Wilmington — Service was extended to two new homes which included 2650 feet of 3" PVC conduit, 150 feet of 4/O aluminum single conductor 600 volt cross linked polyetheylene cable, 500' of 1/O aluminum 15000 volt cable, 1-37.5 kva transformer and 2 concrete pull holes.

Park Street Estates, off Park Street, Wilmington — Phase I of this development was completed and service was extended to 20 new homes with the installation of the following equipment. 7400 feet 3" PVC conduit, 2005 feet 1/O aluminum 15000 volt primary cable, 4025' 4/O aluminum 600 volt cross linked polyethylene cable and five concrete pull holes.

Morand Road, off Melch Road, Lynnfield — This development was completed with the installation of two new services with the following equipment installed: 270' 3" PVC conduit and 990' of 4/O 600 volt aluminum cross linked polyethylene cable.

Pocohontas Way and Smith Farm Trail, off Lowell Street, Lynnfield — Service was extended to eight new homes with the installation of the following equipment: 970 feet of 3" PVC conduit, 810 feet of 1/O aluminum 15000 volt cable and 6500 feet of 4/O aluminum 600 volt cross linked polyethylene cable.

Wildwood Drive, off Pillings Pond Rd., Lynnfield — Service was extended to two new homes and the primary distribution system was installed consisting of the following: 5000 feet of 3" PVC conduit, 4500 feet of 1/O aluminum 15000 volt primary cable, 990 feet 4/O 600 volt cross linked polyethylene secondary cable, five 37.5 kva padmount transformers and 7 concrete pullholes. The remainder of this development has been delayed until Spring.

Westover Drive, off Summer Street, Lynnfield — New service was extended to five homes in this development with the installation of the following equipment: 6000 feet of 3" PVC conduit, 1760 feet of 4/O 600 volt aluminum cross linked polyethylene cable, 5-37.5 kva pad mount transformers and 5 concrete pull holes.

North Wilmington Industrial Park, Jonspin Rd., of Andover St., Wilmington — Section I of this area was completed with the installation of three commercial services and Section II was started with the addition of one commercial service.

The installed transformer capacity in this area is 1125 kva. The following equipment was installed in 1974: 700 circuit feet of 750 MCM aluminum 15000 volt cable, 500 feet of #2 copper 15000 volt cable, 550 feet of #2 copper 15000 volt cable, 545 feet of 1/O aluminum 15000 volt cable and one 600 amp. S&C pad mounted 15000 volt loop feed tap switch.

Todd Lane, off Summer Street, Lynnfield — Service was extended to four new homes with the installation of the following equipment: 2440 feet of 1/O aluminum 15000 volt primary cable, 2610 feet of 3" PVC conduit, 4 concrete pull holes, 2-37.5 kva pad mount transformers and 690 feet of 4/O aluminum 600 volt cross linked polyethylene cable.

Willard Lane, off Carter Rd., Lynnfield — Service was extended to seven new homes with the installation of the following equipment: 4 concrete manholes, 3-37.5 kva pad mount transformers, 750 feet of #2 copper 15000 volt primary cable, 1440 feet 4/O aluminum 600 volt cable and 3106 feet of 3" PVC conduit.

Pilgrim Estates, off Southwick Rd., North Reading — The installation of the primary duct system was completed in this development with the installation of 1600 feet of 3" PVC conduit.

Service was extended to the new Town Forest well, off Strout Avenue in Reading, with the installation of the following equip-

ment: 4160 feet 3" PVC conduit, 5 concrete pull holes, 3-25 kva transformers and 2500 circuit feet of #2 copper 15000 volt cable.

Service to the Wilmington Cold Storage Plant on Industrial Way, Wilmington was completed with the installation and connection of a new 300 kva transformer plus two existing commercial buildings had additions which required increased transformer capacity. Rourke-Eno, 45 kva and Bandwagon, 30 kva.

On Fordham Rd., Wilmington, Datametrics increased the size of their building which required the addition of a new 300 kva pad mount 15000 volt transformer.

Two new buildings were constructed on Concord Street, Wilmington. Table Talk Company, 75kva and Dyer Sales, 50 kva.

Charles River Breeding Laboratory in Wilmington on Ballardvale Street, installed nine new trailers which required the installation of 3-100 kva transformers.

The Atlantic Plaza on Main Street, North Reading was increased with several small stores and Kappy's Liquor, all of which required an additional 450 kva of transformer capacity.

I am pleased with your guidance during the year which has made the management of the department a distinct pleasure. I am sure that this guidance has directly resulted in better service to our customers.

I want to extend my appreciation to the officials of Reading, Lynnfield, North Reading and Wilmington for their cooperation during the year.

We don't want to forget the employees of the department for their dedicated efforts to make 1974 a success.

In accordance with Section 57, Chapter 164 of the General Laws of Massachusetts, I submit herewith my estimate of Income and Expense of the plant for the year ending December 31, 1975

ESTIMATED INCOME AND EXPENSES FOR 1975

INCOME:

From Consumers:	$12,538,000.
From Tax Levy — For Street Lights	73,520.
— For Municipal Buildings	140,000.
From Merchandising and Jobbing	5,000.
From Miscellaneous Income	25,000.
Total Income	$12,781,520.

EXPENSES:

Production	$9,238,900.
Transmission	5,000.
Distribution	770,000.
Street Lighting	35,000.
Depreciation	611,500.
General Miscellaneous	770,000.
Interest on Bonds & Notes	30,150.
Bonds & Notes Payable Redeemed	65,000.
Taxes-Personal Property-Outside Towns	185,000.
Uncollectable Operating Revenue	48,000.
Interest on Consumer Deposits	7,500.
Total Expenses:	$11,766,050.

Excess of Income over Expenses:	$1,015,470.
KWH Purchases	323,402,600
KWH Sold	303,998,500
KWH for Reading Street Lights	1,900,000
Expenses per KWH Sold	$0.03870
Cost of Reading Street Lights	$73,520.
Appropriation for Street Lights	$73,520.

A summary of Revenue and Expenses, Total Cost of Plant together with the Balance Sheet, the Profit and Loss Account, the Financial Report of the Town of Reading Municipal Light Department's Employees' Pension Trust Fund and the Auditor's Certificate are appended herewith.

Respectfully submitted:

Norbert D. Rhinerson, General Manager

REPORT OF THE MUNICIPAL LIGHT BOARD

The report of the General Manager as submitted by him with the certificates of the Auditor is hereby approved by the Municipal Light Board and constitutes its report to the Town

MUNICIPAL LIGHT BOARD

John H. Crooker, Chairman
William H. Parker, III, Secretary
Frank C. Graupner

TOTAL COST OF PLANT

AS OF December 31, 1974

Land — Kenneth E. Gaw Station	$139,328.95
226 Ash Street	1,092.23
Garage & Stockroom	1,716.22
25 Haven Street	6,609.46
Main St., Wilmington	6,726.92
Wildwood St., Wilmington	700.00
Haverhill St., N. Reading	3,219.19
Main St., Lynnfield Center	5,000.00
Structures 226 Ash Street	74,526.65
25 Haven Street	80,456.63
Garage & Stockroom	292,848.76
Kenneth E. Gaw Station	656,328.41
Station Equipment Reading—Kenneth E. Gaw Substation	1,131,987.83
Reading — Ash Street	596,885.34
Lynnfield Center	164,906.78
North Reading	171,170.94
Wilmington—Main Street	118,225.95
Wilmington—Wildwood Street	166,017.20
Poles, Fixtures & Overhead Conductors—Trans.	105,206.53
Underground Conductors — Trans.	1,557.80
Towers & Fixtures — Trans.	67,116.63
Poles, Fixtures & Overhead Conductors—Dist.	3,010,856.50
Underground Conduits—Dist.	827,577.07
Underground Conductors — Dist.	1,212,341.01
Line Transofrmers	1,283,009.37
Services	539,067.50

Meters	672,835.79
Street Light & Signal Systems	509,062.04
Total Cost of Plant	$11,846,377.70
General Equipment	547,250.97
Total Cost of Plant & General Equipment	$12,393,628.67

PEAT, MARWICK, MITCHELL & CO.

Certified Public Accountants

One Boston Place

Boston, Massachusetts 02108

The Municipal Light Board

Town of Reading, Massachusetts:

We have examined the balance sheets of the Municipal Light Department of the Town of Reading as of December 31, 1974 and 1973 and the related statements of earnings and retained earnings and changes in financial position for the years then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

The Municipal Light Department of the Town of Reading for the past two years has been involved in rate hearings before the Federal Power Commission as described in note 1 to the financial statements. The final outcome of these hearings is not presently determinable.

In our opinion, subject to the final outcome of the matter referred to in the preceding paragraph, and except for the method of providing depreciation expense as described in note 3 and the presentation of bond principal payments as an operating expense as described in note 5, such financial statements present fairly the financial position of the Municipal Light Department of the Town of Reading at December 31, 1974 and 1973 and the results of its operations and the changes in its financial position for the years then ended, in conformity with generally accepted accounting principles applied on a consistent basis.

(signed) PEAT, MARWICK, MITCHELL & CO.

January 31, 1975

TOWN OF READING—MUNICIPAL LIGHT DEPARTMENT

Notes to Financial Statements

December 31, 1974 and 1973

(1) The Reading Municipal Light Department and other interested parties have been involved in hearings before the Federal Power Commission in connection with rate increases initiated by the Boston Edison Company in 1970, 1973, and 1974. The Reading Municipal Light Department purchases all its electricity from the Boston Edison Company.

The Federal Power Commission allowed the new rates to go into effect subject to refund of any portion of the rate increases found unjustified or unreasonable.

Since the new rates are being collected by Boston Edison Company from Reading Municipal Light Department there will be no additional liability to Reading Municipal Light Department. The only issue involved are the amount of refunds, if any, that would be paid to the Reading Municipal Light Department and the level of rates for purchased electricity in the future.

(2) In accordance with public utility practices, the Department records its revenues based on actual billings to its customers on a cycle basis. Accordingly revenue for electric service rendered and not billed at the end of the accounting period are not recorded in the accounts. At December 31, 1974, 1973, and 1972, estimated unbilled revenue amounted to approximately $543,000, $388,000, and $342,000 respectively.

(3) The General Laws of the Commonwealth of Massachusetts allow utility plant in service to be depreciated using a 3% rate. In order to change this rate approval has to be received from the Department of Public Utilities. The Department has received approval to depreciate its utility plant in service at a rate of 5% in 1974. Rates utilized in depreciating utility plant in service are based on financial factors relating to cash flow for plant expansion rather than engineering factors relating to estimates of useful lives.

The Department depreciated its utility plant in service for the years 1974 and 1973 at the rate of 5% and 3% respectively. If the Department used a 3% rate to depreciate utility plant in service in

1974, the net earnings for 1974 would have been increased by approximately $233,000.

(4) The balance of retained earnings at December 31, 1973 and 1972 has been restated from amounts previously reported to reflect a retroactive credit of $334,990 relating to the favorable settlement of certain personal property tax litigation. Of this amount, $79,127 is applicable to 1973 and has been retroactively reflected as a decrease in personal property tax expense for that year. The balance of $255,863, applicable to years prior to 1973, has been credited to retained earnings at January 1, 1973. In accordance with the customary practice of transferring 50 percent of net earnings to the general funds of the Town, 50 percent of the above amount, $167,495 has been reserved for payment to the Town.

(5) The Department includes as an operating expense the repayment of bond principal. This accounting treatment has the impact of reducing the earnings for 1974 and 1973 by $65,000.

(6) The Department has in effect a pension trust to provide for advance funding of its obligations under the State Retirement Plan for Municipal Employees. This arrangement provides for the funding of retirement benefits over the employees' working years. The Department's contributions to the pension trust in 1974 and 1973 were $232,732 and $192,689. respectively.

(7) The balance in the operation fund at December 31, 1974 and 1973 amounting to $338,675 and $87,276 respectively was transferred to the construction fund.

TOWN OF READING — MUNICIPAL LIGHT DEPARTMENT

Balance Sheets

December 31, 1974 and 1973

Assets	1974	1973*	Increase [Decrease]
Utility plant:			
Utility plant in service, at cost	$12,393,678	11,823,784	569,894
Less reserve for depreciation	6,341,366	5,840,758	500,608
Net utility plant	6,052,312	5,983,026	69,286
Depreciation fund on deposit with Town Treasurer	481,267	409,278	71,989
Current assets:			
Funds on deposit with Town Treasurer:			
Construction (note 7)	515,338	263,938	251,400
Reserve for payment to Town of Reading (note 4)	167,495	167,495	—
Employee benefits fund	—	14,150	(14,150)
Other funds:			
Consumers' deposits	130,871	122,546	8,325
Petty cash	1,000	1,000	—
Total fund accounts	814,704	569,129	245,575
Accounts receivable	1,888,091	1,317,014	571,077
Materials and supplies	553,390	406,733	146,657
Prepaid expenses	35,837	25,589	10,248
Miscellaneous assets	21,840	2,887	18,953
Total current assets	3,313,862	2,321,352	992,510
	$9,847,441	8,713,656	1,133,785

*Restated to conform to 1974 presentation.
See accompanying summary of significant accounting policies and notes to financial statements.

TOWN OF READING — MINICIPAL LIGHT DEPARTMENT

Balance Sheets

December 31, 1974 and 1973

Liabilities and Retained earnings:	1974	1973*	Increase [Decrease]
Retained Earnings			
Appropriated, loans repayment	$1,811,578	1,746,578	65,000
Earnings retained for use in light department operations	6,127,528	5,378,019	749,509
Total retained earnings	7,939,106	7,124,597	814,509
Long-term debt	480,000	545,000	(65,000)
Current liabilities:			
Current portion of long-term debt	65,000	65,000	—
Due to Town of Reading in settlement of personal property tax litigation (note 4)	167,495	167,495	—
Accounts payable	877,810	637,791	240,019
Consumers' deposits	130,871	122,546	8,325
Interest accrued	4,185	4,705	(520)
Total current liabilities	1,245,361	997,537	247,824
Customer advances for construction	210	210	—
Contributions in aid of construction	142,764	46,312	96,452
Reserve for uncollectible accounts	40,000	—	40,000
	$9,847,441	8,713,656	1,133,785

Restated to conform to 1974 presentation.

See accompanying summary of significant accounting policies and notes to financial statements.

TOWN OF READING—MUNICIPAL LIGHT DEPARTMENT

Statements of Earnings and Retained Earnings

Years ended December 31, 1974 and 1973

	1974	1973*	Increase [Decrease]
Revenue (note 2):			
Residential service —			
Rate schedule A	$5,172,208	3,753,020	1,419,188
Commercial service —			
Rate schedule B	314,774	293,175	21,599
Commercial and industrial service —			
Rate schedule C	6,828,373	4,519,911	2,308,462
Private companies and municipal plants	18,582	19,264	(682)
Street lighting service	216,575	183,770	32,805
Municipal service — Rate schedule B	27,920	29,280	(1,360)
Municipal service — Rate schedule C	516,595	390,053	126,542
Flat rate sales	5,817	2,976	2,841
	13,100,844	9,191,449	3,909,395
Miscellaneous income	53,708	73,537	(19,829)
Total revenue	13,154,552	9,264,986	3,889,566
Operating expenses:			
Operations	11,155,735	7,947,322	3,208,413
Maintenance	235,518	240,439	(4,921)
Depreciation of electric plant (note 3)	533,284	268,153	265,131
Taxes — personal property	128,476	121,551	6,925
Bond payments (note 5)	65,000	65,000	—
Total operating expenses	12,118,013	8,642,465	3,475,548
Interest expense	41,477	43,322	(1,845)
Total expenses	12,159,490	8,685,787	3,473,703
Net earnings	995,062	579,199	415,863
Retained earnings at beginning of year, as previously reported	6,957,102	6,691,794	265,308

Prior period adjustment (note 4):			
Settlement of personal property tax litigation	334,990	255,863	79,127
Due to Town in settlement of personal property tax litigation	(167,495)	(167,495)	
Retained earnings at beginning of year, as restated	7,124,597	6,780,162	344,435
Add:			
Appropriation of loan repayment	65,000	65,000	—
Miscellaneous	59	—	59
Less:			
Transfer to General Funds of the Town in accordance with vote of Town Meeting	245,612	297,532	(51,290)
Miscellaneous	—	2,232	(2,232)
Retained earnings at end of year	$7,939,106	7,124,597	814,509

See accompanying summary of significant accounting policies and notes to financial statements.

TOWN OF READING — MUNICIPAL LIGHT DEPARTMENT

Statements of Changes in Financial Position

Years ended December 31, 1974 and 1973

	1974	1973
Funds provided:		
Funds from operations:		
Net earnings	$995,062	579,199
Add charges against earnings not requiring funds — depreciation (note 3)	582,946	312,131
Total funds from operations	1,578,008	891,330
Decrease in depreciation fund	—	687,681
Appropriation of retained earnings for loan repayment	65,000	65,000
Prior period adjustment — settlement of present property tax litigation	—	255,863
Contributions in aid of construction	96,452	25,377
Other	59	—
Increase in reserve for uncollectible accounts	40,000	—
Total funds provided	$1,779,519	1,925,251
Funds used:		
Additions to utility plant	652,232	1,265,801
Increase in depreciation fund	71,989	—
Transfer to General Funds of the Town:		
In accordance with vote of Town Meeting	245,612	297,532
In settlement of personal property tax litigation	—	167,495
Retirement of long-term debt	65,000	65,000
Increase in working capital	744,686	127,191
Other, net	—	2,232
Total funds used	$1,779,519	1,925,251
Increase in working capital represented by:		
Net increase (decrease) in current assets:		
Fund accounts	245,575	15,031
Accounts receivable	571,077	201,167
Materials and supplies	146,657	34,804

Prepaid expenses	10,248	4,700
Miscellaneous assets	18,953	1,592
	992,510	257,294
Net increase (decrease) in current liabilities:		
Due to Town of Reading in settlement of personal property tax litigation	—	167,495
Accounts payable	240,019	(49,571)
Customers' deposits	8,325	12,699
Interest accrued	(520)	(520)
	247,824	130,103
Increase (decrease) in working capital	$744,686	127,191

See accompanying summary of significant accounting policies and notes to financial statements.

TOWN OF READING — MUNICIPAL LIGHT DEPARTMENT

Summary of Significant Accounting Policies

December 31, 1974 and 1973

The significant accounting policies which are followed by the Reading Municipal Light Department are as follows:

[a] Depreciation

Depreciation of utility plant is computed on a straight-line method at 5% and 3% in 1974 and 1973 respectively of the cost of plant at the beginning of the year, exclusive of land and land rights. Such rate is approved by the Department of Public Utilities of the Commonwealth of Massachusetts.

[b] Operating revenues

Revenues are based on rates authorized by applicable regulatory agencies applied to customer consumption of utility services. The company does not record the estimated unbilled revenue at the end of its accounting period.

[c] Maintenance

The Department charges maintenance to expense when incurred.

PEAT, MARWICK, MITCHELL & CO.

Certified Public Accountants

One Boston Place

Boston, Massachusetts 02108

Trustees of The Town of Reading — Municipal Light Department Employees' Retirement Trust:

We have examined the statements of assets available for pensions of The Town of Reading — Municipal Light Department Employees' Retirement Trust as of December 31, 1974 and 1973 and the related statements of changes in assets for the years then ended. Our examination was made in accordance with generally accepted auditing standards, and accordingly included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances. We examined the investment securities owned and confirmed the cash in banks by certificates obtained from the depositories. Cash on deposit with the Town Treasurer was confirmed by the Town Accountant.

In our opinion, the aforementioned financial statements present fairly the assets available for pensions of The Town of Reading — Muncipal Light Department Employees' Retirement Trust at December 31, 1974 and 1973 and the changes in assets for the years then ended, in accordance with generally accepted accounting principles applied on a consistent basis.

(signed) Peat, Marwick, Mitchell & Co.

January 31, 1973

THE TOWN OF READING — MUNICIPAL LIGHT DEPARTMENT EMPLOYEES' RETIREMENT TRUST

Statements of Assets Available for Pensions

December 31, 1974 and 1973

	1974	1973
Assets:		
Investments at amortized cost:		
Federal Land Bank bonds (quoted market $291,687 in 1974 and $148,400 in 1973)	$300,396.09	150,757.95
Federal National Mortgage Association bonds (quoted market $283,188 in 1974 and $284,000 in 1973)	296,005.96	294,045.16
New England Telephone & Telegraph Company bonds (quoted market $45,750 in 1974 and $47,750 in 1973)	49,627.90	49,540.30
Savings certificates and savings account	219,323.41	214,475.24
Cash on deposit with Town Treasurer	69,379.88	48,272.26
Accrued interest receivable	25,865.27	13,572.05
Assets available for pensions	960,598.51	770,662.96
Less pension payments due to Reading Municipal Light Department (note 2)	15,444.98	—
Net assets available for pensions	$945,153.53	770,662.96

See accompanying notes to financial statements.

THE TOWN OF READING — MUNICIPAL LIGHT DEPARTMENT EMPLOYEES' RETIREMENT TRUST

Statements of Changes in Assets

Years ended December 31, 1974 and 1973

	1974	1973
Contributions:		
The Town of Reading — Municipal Light Department	$232,731.60	192,689.33
Income from investments	57,066.17	42,496.28
	289,797.77	235,185.61
Less retirement benefits paid	115,307.20	120,660.62
Net increase in fund for the year	174,490.57	114,524.99
Assets available for pensions:		
Balance at beginning of year	770,662.96	656,137.97
Balance at end of year	$945,153.53	770,662.96

See accompanying notes to financial statements.

THE TOWN OF READING — MUNICIPAL LIGHT DEPARTMENT EMPLOYEES' RETIREMENT TRUST

Notes to Financial Statements

December 31, 1974 and 1973

(1) The pension trust provides for advance funding of the Municipal Light Department's obligations under the state retirement plan for municipal employees. This arrangement provides for the funding of retirement benefits over the employees' working years. The annual contribution from The Town of Reading — Municipal Light Department is based on a calculation by consulting actuaries.

(2) The pension trust owes the Reading Municipal Light Department $15,444.98 for pension payments made directly by the light department for certain retired employees.

Report of the Board Of Public Works

To the Citizens of Reading:

The Board of Public Works submits its Annual Report for 1974.

On March 4, 1974 the Board reorganized with Lawrence R. Blood as Chairman and Malcolm E. Reed as Secretary, with the Board Members appointed to the various committees as follows:

Malcolm E. Reed	School Building Committee
Malcolm E. Reed	School Site Committee
John H. Russell	Planning Board Master Study
Paul C. Dustin	Recreation Committee
John W. Price	Industrial Committee

Regular meetings were held on Monday evenings and additional evenings as required. There were a total of thirty-two meetings for the year.

Acting as the Board of Survey, hearings were held to consider plans for several proposed developments and a total of twenty-four public meetings were held, and the following subdivisions were approved:

Pine Grove Estates
Parkview
Fantasia Drive
Pheasant Hill Estates

In 1974 the Board, acting as the Board of Survey, reviewed the present Rules and Regulations governing the Subdivision of Land and developed a revised set of rules and regulations that will become effective early in 1975.

On November 13, 1974 the Board of Public Works held a Public Hearing at which time the citizens of the Town were invited to come forward and express their thoughts concerning the needs of the Town relative to Parks and Playgrounds under the control of the Board of Public Works. As a result of this Hearing the Board has developed a five year construction program and plan to upgrade the maintenance of the existing parks and playgrounds.

The Board has engaged a consulting engineering firm to design a proposed interceptor sewer from the Willow Street Pumping Station running along the Aberjona River to the Metropolitan District Commission's interceptor sewer in Woburn. This program will eliminate the overflowing of sewage on Arcadia Avenue and will increase the discharge out of Town by 2,000 gallons per minute. This is about 70% increase over the present outlet.

The sewer construction program is proceeding on schedule in accordance with the five year program printed in the Annual Report. It now appears that this program will be completed in 1980.

A program began in 1972 to improve the quantity and quality of the Reading water supply and is nearly complete and this should satisfy the Town's water supply needs until 1982.

During 1974 the Board of Public Works met on several occasions with the Planning Board to discuss the effect of the extension of the M.B.T.A. to Reading and vicinity to make certain that sufficient input had been forwarded to the Massachusetts Bay Transit Authority to protect the Town of Reading's interest relative to Public Works matters.

The Board wishes to extend its thanks to the Town Boards, Committees, Department employees and the general public for their cooperation and assistance.

Respectfully submitted,

LAWRENCE R. BLOOD, Chairman
MALCOLM E. REED, Secretary
JOHN H. RUSSELL
PAUL C. DUSTIN
JOHN W. PRICE

SUPERINTENDENT'S REPORT

To the Board of Public Works

Gentlemen:

As required by Section 4, Chapter 118, of the Acts authorizing the Town of Reading to establish a Board of Public Works I respectfully submit for your consideration the fifty-fourth Annual Report of the Department of Public Works and a short résumé of the work performed during the year 1974 with recommendations for the future.

GENERAL

Residential construction continued at a light pace. The Board continues to receive requests for various services. Programs have been established within the various divisions of the Department and steady progress is being made in many ways. Some work has been let out to contract, such as Street Resurfacing and Sewer Main Construction, but most of the work is being done by Department personnel.

BOARD OF SURVEY

The members of the Board of Public Works are ex-officio members of the Board of Survey. Acting as the Board of Survey, several hearings were held for the consideration of individual street layouts and for developments including several streets. Conferences were held with developers, contractors, and affected property owners.

Estimates were prepared and performance bonds secured for proper construction. All construction work by developers is supervised closely by the Board of Public Works employees. The following subdivisions were under construction during 1974:

"Belmont Park"
"Long Meadow"
"Colonial I"
"Red Gate"
"Pemberly"
"Briarwood"
"Field Pond Acres"
"Colonial II"
Hemlock Road
Maple Ridge Road
Hodson Lane
Pasture Road
Randall Road
Countryside Lane

Environmental affects of subdivisions have become the greatest concern for the Board of Survey due to the change in State Law affecting wet lands and the fact that many of the areas of the Town that might be developed are in marginal locations. Therefore, a greater consideration must be given to the effect of the proposed developments on the wet lands, Town sewer system and the effect on the Reading water supply, road and drainage systems.

ENGINEERING DIVISION

The Engineering Division is essential to the Department of Public Works for overall planning, both short range and long range, and is doing an excellent job of providing the necessary engineering for all the

department's work as well as assisting other Boards and Committees with engineering problems. Only a few items require the assistance of consulting engineering services such as large interceptor sewers and specialized studies.

Water Division

Residential construction remained at a light level. A total of 268.6 lineal feet of water main was installed. A total of 34 new water services were installed and 65 old services were replaced.

Pumping Stations and Filter Plant

Rainfall in 1974 was below normal, but the problems of water supply were not serious during the year.

A total of 980,229,800 gallons of water was delivered to the distribution system in 1974.

The highest single day's consumption was 4,300,000 gallons on August 14, 1974. The highest seven days' consumption for the period August 10, 1973 thru August 16, 1973 was 26,648,000 gallons.

Well Fields

The tubular wells were cleaned, inspected, and repaired in the early summer months. One (1) gravel wall well was cleaned and redeveloped.

Statistics for the Year Ended

December 31, 1974

Population—United States Cenus of 1974—23,850 (population estimated.)

Date of construction of Pumping Stations—1931, 1942, 1948, 1959, 1960, 1962, 1965, 1966, 1974.

Sources of supply: Tubular (Driven) Wells and Gravel Walled Wells.

HIGHWAY DIVISION

Street Betterments

Twelve streets were accepted as public ways. The streets were: Keith Road, Red Gate Lane, Pennsylvania Avenue Extension, Landers Road, Covey Hill Extension, Marla Lane Extension, Rustic Lane Extension, Audubon Road, Pitman Drive, Indiana Avenue Extension, Apple Gate Lane, Deborah Drive.

Portions of the following streets were reconstructed and covered with Bituminous Concrete: Willow Street from House No. 124 to railroad tracks, Washington Street from Main to Village Street.

Sidewalk Construction and Maintenance

New sidewalks were constructed in various locations for individual residences and sidewalks were reconstructed on the following streets: Main Street, Chapin to Haven Street: 246 Woburn Street and 206 West Street.

Storm Water Drains

This item continues to be a source of constant request for facilities. A program has been developed which includes those projects which it is felt will be of most value and benefit to the Town and the Abutters. Under a steady annual appropriation many problem areas have been eliminated.

Maintenance of Storm Drains

All catch basins were cleaned with a mechanical cleaning machine. Culverts and ditches were cleaned as required to prevent flooding.

Snow and Ice

Several plowable snow storms occurred; also, several that required sanding only. Additional equipment was hired and extra personnel employed as required. Every reasonable effort was made to plow and remove snow and return the Town to normal condition in each instance.

Park and Playground Division

Extensive maintenance was accomplished on all areas. Debris was removed, beds and walks edged, fertilizer applied, grass cut, loam and seed spread, play equipment repaired, bleachers repaired, fences repaired, brush cut and removed, ball fields maintained, tennis courts maintained plus many other related items of work.

Men and equipment were placed at the disposal of the Recreation Committee and work done which would allow their program to be carried out efficiently.

During 1974 the Department employed eight additional people during the summer months funded by Federal Funds to assist the Department in combating the ever increasing vandalism in this area.

Park Construction at Glen Meadow, now in the second year of a three year program, saw the completion of basketball and tennis courts, and the 1975 construction program should result in the loaming and seeding and the regrading of the utility ball field.

Sewer Division

Sewer Construction, generally speaking, followed the program as printed in the Annual Report. Some changes in programming were necessary.

Sewers were installed in several streets, with the work being done by contract.

Sewer house connections were installed in 117 houses by Town Forces. The Licensed Drain Layers installed 113 house connections.

Maintenance of main sanitary sewers was accomplished, using the new power operated cleaning machine.

The sewer pumping stations at Sturges Rd., Charles Street, Batchelder Road and Willow Street operated efficiently with no major problem. During 1974 a sewer blockage on Fairview Avenue caused extensive damage to one home and pointed out the need for the Department to purchase modern equipment and up-grade the level of sewer maintenance.

Sanitation Division

During 1974 this Division was developed into an effective Department and the collection of rubbish and garbage worked well.

Additional service was provided to the School Department and Municipal Building for the removal of their trash by this Department.

The municipal incinerator operated well and was able to burn all the Town's trash without difficulty. However, it continues to be a high maintenance item.

The sanitary land fill is now operating in accordance with the State Health requirements and the proposed plan of operation and the maintenance of the land fill has received the Health Department approval.

In 1974 the Sanitary Division assisted the Return Group in a recycling experiment which has proven the feasibility of this operation and it is recommended that the division take over this function during FY-75.

TABLE SHOWING DAILY AMOUNTS OF RAIN

100 ACRES

1974

Days	Jan.	Feb.	March	Apr.	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.
1						.71	.09		TR	.02		.05
2		.60						.10	.24	.01		2.10
3	.29		.04	.10	.24				.55		.21	
4								.10	TR		.24	
5					.08		.57				.49	
6		.32							.80		TR	
7					.43		.08		.25			.08
8				.27				.22				.64
9	.30		.10	.61	.15							
10	.71			.10	.77							
11	.03										.02	
12					1.30						.09	
13				.23			.01		.55			
14				.50								
15						.17				.54		
16	.16	.13	1.30			.54	.23			1.63	1.46	
17						.04		.10	.09			
18	.50						.02					
19		1.20				.34	.10					
20	.45								.07		.51	
21			1.93			.16			1.66		.06	.17
22		.46			.09							
23			.02	.66	.42			.29				
24						.02		TR				.03
25					.10	.29				.02	.39	.45
26	.29				.06							
27								TR				
28	.26					.06		.50	2.70			
29				.01	.21			.35	.35			
30			.74	.77				.20		.14		
31			.03		.14							
Total	2.99	2.72	4.26	3.25	3.99	2.38	1.10	1.96	7.26	2.36	2.01	3.52
Acc.t		5.70	9.86	13.11	17.10	19.48	20.58	22.54	29.80	32.16	34.17	37.69
Norm	3.325	3.22	3.69	3.713	3.16	3.32	3.17	3.24	3.58	3.12	3.81	3.06
Total												41.08

SEWERS BUILT IN 1974

Street	Location	A.C. 8"	A.C. 10"	Total
Covey Hill Road	Franklin St. to near Applegate Ln.	1,000'		1,000'
Marla Lane	Nr. Applegate Ln. to Spruce Rd.	329'		329'
Spruce Rd.	Marla Ln. to High Point	195'		195'
Spruce Rd.	Interceptor to High Point	350'		350'
Spruce Rd.	Interceptor to High Point	637'		637'
Applegate Ln. to Spruce Rd.	Marla Ln. to Spruce Rd.	1,081'		1,081'
Briarwood Ave.	Beaver Rd. to Pearl St.		633'	633'
Pearl Street	Briarwood Ave. to near Willard Rd.	901'		901'
Pearl Street	Briarwood Ave. to near Lucy Dr.	695'		695'
Granger Ave.	Haverhill St. to end	472'		472'
Batchelder Rd.	Haverhill St. westerly & southerly		795'	795'
Batchelder Rd.	Haverhill St. westerly & southerly	535'		535'
Batchelder Rd.	Haverhill St. to High Point	400'		400'
Interceptor	Forest St. to Van Norden Rd.		1,083'	1,083'
Van Norden Rd.	Interceptor to near Landers Rd.		1,067'	1,067
Van Norden Rd.	Interceptor to near Landers Rd.	921'		921'
Van Norden Rd.	Interceptor to High Point	222'		222'
Van Norden Rd.	High Point to near Landers Rd.	145'		145'
Interceptor	Henzie St. to Forest St.	1,290'		1,290'

Sewers Built in 1974 - (continued)

		A.C.8"	A.C.10"	Total
Forest Street	Interceptor to Colburn Rd.	976'		976'
Forest Street	Interceptor to nr. Martin Rd.	45'		45'
Track Road	Harvest Rd. Easterly	80'		80'
	Grand total - 1974	10,274	3,578	13,852

COMBINED PUMPAGE 100 ACRES AND REVAY BROOK

1974

Month/Days		Total 100 Acres	Total Revay	Combined Pumpage	Average Daily
Jan.	31	47,606,200	30,854,000	78,460,200	2,801,864
Feb.	28	43,223,100	27,014,000	70,237,100	2,508,468
Mar.	31	47,710,800	31,615,000	79,325,800	2,558,897
Apr.	30	49,371,200	31,270,000	80,641,200	2,688,040
May	31	46,683,500	32,872,000	79,555,500	2,566,306
June	30	53,280,300	35,138,000	88,418,300	2,947,276
July	31	66,804,100	33,659,000	100,463,100	3,240.745
Aug.	31	67,707,300	33,992,000	101,699,300	3,289,062
Sept.	30	43,166,000	33,244,000	76,410,000	2,547,000
Oct.	31	44,788,300	32,018,000	76,806,300	2,477,622
Nov.	30	41,850,300	33,270,000	75,120,300	2,504,010
Dec.	31	41,054,700	32,038,000	73,092,700	2,357,829
Total		593,245,800	386,984,000	980,229,800	2,685,561

COMPARATIVE TOTAL PUMPAGE OF WATER FOR PAST TEN YEARS

Year	Total Pumpage Gallons	Increase or Decrease	Average Daily Pumpage	Increase or Decrease
1965	745,331,500	12,446,100(D)	2,042,004	28,396 (D)
1966	733,628,400	11,703,100(D)	2,009,777	32,227 (D)
1967	764,457,200	30,828,800(I)	2,094,433	83,656(I)
1968	797,475,300	33,018,100(I)	2,178,894	84,461 (I)
1969	811,034,800	13,559,500(I)	2,222,010	43,116 (I)
1970	855,954,300	44,919,500(I)	2,343,080	121,070 (I)
1971	983,126,900	127,172,000(I)	2.698,430	355,350 (I)
1972	991,758,900	8,632,600(I)	2,717,147	18,717 (I)
1973	1,066,899,000	75,140,100(I)	2,923,010	205,863 (I)
1974	980,229,800	86,669,200(D)	2,685,561	237,449 (D)

SEWER CONSTRUCTION PROGRAM

1974 -- 1980

Street	Section	Length
	1974	
Interceptor	Haverhill to Dean	800
Dean	All	1000
Franklin	Haverhill to 120 Franklin	2200
Pearl	Franklin to Lucy	2400
		6400
	1975	
Interceptor	Pearl to Nelson	400
Nelson	Interceptor to Main	400
Interceptor	Pearl to Main	250
Main	Lafayette to Franklin	6860
Franklin	Main to 124 Franklin	300
Interceptor (Hurlburt)	Forest to Colburn	840
Colburn	Forest to High Point	1400
Ellis	Hillcrest to end	150
Track (East)	Harvest to Culvert	350
	Subtotal	10950
Interceptor	Main to Franklin	2300
Franklin	Main to Blueberry	4400
Interceptor	Pasture to Blueberry	550
Blueberry	All	1300
Deborah	All	800
	Subtotal	9350
	Total for 1975	20300
	1976	
Main	Franklin to Short	4800
Mill	Main to Short	1000
Interceptor	Main to Pearl	800
Pearl	Main to Franklin	2100
Grove	Franklin to Golf Club	1000
Interceptor	Grove to Meadow Brook	800
Meadow Brook	All	600
Interceptor	Trunk Sewer to H	750

Street	Section	Length
	1976 - continued	
H	All	250
Libby	H to E	730
G	All	300
A	All	750
B	Easterly Section	400
E	All	550
		14830

2 Pumping Stations and Force Main

	1977	
Lucy Drive	All	520
Brentwood	All	300
Interceptor	Deborah to Colburn	200
Colburn	Interceptor to High Pt.	1200
Interceptor	Apple Gate to Martin	400
Martin	Colburn to High Pt.	1100
Bartlett	All	200
Baldwin	All	300
Marla	Spruce to High Pt.	700
Arnold	Arcadia to Munroe	400
Munroe	Arcadia to Arnold	400
Colonial	Dana to Brewer	500
Barbara	All	450
Belmont	Trunk Sewer to Pearl	800
Maple Ridge	Ash Hill to Pine Ridge	400
MacIntosh	All	160
Catherine	All	700
Cottage	All	550
Selfridge	Cottage to High Pt.	150
West	Selfridge to Town Line	1150
Wakefield	Tamarack to Haverhill	350
		12630

Pumping Station and Force Main

	1978	
Timberneck	Tamarack to Haverhill	550
Reading	All	350
Haverhill	Timberneck to Camp Curtis	3400
Interceptor	Haverhill to Libby	1550

Street	Section	Length
	1978 - continued	
Pitman	All	700
Lakeview	All	500
North	All	150
John St. Court	All	300
West	Vic. County to Border	1200
Border	All	1650
South	West to Gleason	2400
Whitehall	South to James	250
		13000
	1979	
Longwood Road	All	500
Kelch Road	All	300
Longview Road	King St. northerly	400
Eaton Street	All	200
Causeway Road	All	850
Interceptor to Causeway Road		1600
Criterion St.	All	600
Twin Oaks Road	All	200
Larch Lane	All	200
Elm Street	All	300
Beacon Street	All	400
C Street	All	600
Dean Road	All	400
Fox Run Lane	All	500
Interceptor to Fox Run Lane	All	500
Emerson Street	All	900
Dividence Road	All	1200
Interceptor to Collins Ave.		900
Collins Avenue	All	900
Landers Road	All	500
Swan Road	All	200
Franklin Terrace	All	200
Harold Avenue	All	300
Dunbar Road	All	800
		13450
	1980	
Grove Street		3000
Interceptor to Brewer Lane		1000
Small Lane	All	300
Short Street	All	200
Mill Street	All	600
Hancock Street	All	200
Sanborn Lane	All	2600

Street	Section	Length
	1980 - continued	
Interceptor to Line Road	All	1000
Line Road	All	600
Salem Street		400
Bay State Road	All	200
Lafayette Rd.	All	1500
		11000

GENERAL RESUME AND RECOMMENDATIONS

During 1974 the sewer main construction program continued in accordance with the planned program with the Town Engineering Division handling the design and supervision of construction.

The extension of the sewer system is progressing well and in 1974 approximately 2.75 miles of sewers were installed by the Town's contractor.

During 1974 the Board hired a consultant engineer to design an interceptor sewer from the Willow Street Sewer Pumping Station along the Aberjona River to the M.D.C. trunk sewer located in Woburn. This design should be completed early in the Spring of 1975 and it is hoped that the Town Meeting will appropriate the necessary funds to begin construction of the interceptor during 1975.

Plans for increasing and improving the quality of the Town water supply at the One Hundred Acre Wells is approximately 90 % complete and it appears this will be completed by early 1975.

The planned modifications and additions to the Public Works Garage is progressing on schedule and should be complete during 1975.

The need for a Master Drainage Plan is still of an urgent nature and it is hoped that the Town meeting will provide the necessary funds so that the necessary improvements to the storm water drainage system can be developed on a systematic basis.

A review of the Town's Park and Playground facilities has indicated a definite need for development of more recreational areas in the northern section of Town and therefore it is recommended that a park be developed on land owned by the Town located off Franklin Street.

Respectfully submitted,

E. ROGER LOUANIS
Superintendent

Report of the Board Of Assessors

Balance of 18 Month Period

January 1, 1974 to June 30, 1974

Total Valuation	$183,685,900.00
⅓ of Net Amount to be Raised for remaining 6 months	$4,550,740.30
Increase in Overlay to round out the Tax Rate	41,391.14
Net Amount to be raised for six months	4,592,131.44

Amount to be raised by Taxation —

$$\frac{\$4,592,131.44}{\text{Valuation} - 183,685,900.00} = \$25.00 \text{ per thousand valuation}$$

($16.06 loss in fractions)

July 1, 1974 to June 30, 1975

Land	$44,087,220.00
Buildings	135,897,875.00
Personal Property	3,700,805.00
Total	$183,685,900.00

AMOUNT TO BE RAISED

Appropriated for Town Purposes	$13,833,446.01
To be paid for State and County Taxes	1,065,917.12
Overlay	320,105.76
Total	$15,219,468.89

INCOME

Estimated Receipts	$4,174,744.78
Excise Tax	764,955.21
Over Estimate in 1974 Cherry Street	21,899.35
Available Funds	1,073,574.55

Total	$6,035,173.89

Net Amount to be raised by Taxation	$9,184,295.00
Amount to be raised — $9,184,295.00	
Valuation — 183,685,900.00	= $50.00 per thousand valuation

Actual Commitments for 1974

1974 Real Estate	$4,499,610.89
1974 Personal Property	92,520.55
1974 Farm Animal Excise	33.00
1975 Real Estate	8,999,254.75
1975 Personal Property	185,040.25
1975 Farm Animal Excise	33.00
1972 Motor Vehicle Excise	3,941.70
1973 Motor Vehicle Excise	143,070.36
1974 Motor Vehicle Excise	802,951.88
Sewer Frontage	46,155.59
House Connections	43,192.69
Highway	9,532.30
Sidewalk & Curbing	3,176.05
Water Mains	481.39
Water Charges	66,382.15
	$14,895,376.55

Following is the list of Real Estate Tax Abatements granted by the Board of Assessors in the year 1974, in compliance with Article XIII, Section 5 of the By-Laws of the Town of Reading.

1972 Valuations

Barrasso, Anthony S. & Franca G. — Sanborn Lane, Reading, Mass. Sanborn Lane, Assessors' Plat 234 Lot 7	$22.00
Perry, Edward M. & Judith C., 267 Haverhill St., Reading, Mass. 267 Haverhill Street	22.00

1973 Valuations

Perry, Edward M. & Judith C., 267 Haverhill St., Reading, Mass.

267 Haverhill Street		25.50

1974 Valuations [6 Mos.] &

1975 Valuations

Avery, Richard D. & Martha E., 73 Wescroft Rd., Reading, Mass.

73 Wescroft Road	1974	28.75
	1975	57.50

Beane, Robert G. & Diane — 337 South St., Reading, Mass.

337 South Street	1974	37.50
	1975	75.00

Black, William H. Jr. & Cynthia A., 84 Curtis St., Reading, Mass.

84 Curtis Street	1974	15.00
	1975	30.00

Blakely, Vincent T. & Lillian — 35 Plymouth Rd., Reading, Mass.

35 Plymouth Road	1975	25.00

Bova, Alexander W. etal Trs., 290 St. Main St., Andover, Mass.

315 Main Street	1974	750.00
	1975	1500.00

Breugelman, Louis & Mary F., 357 South St., Reading, Mass.

357 South Street	1974	41.25
	1975	82.50

Buckley, Thomas H. & Leona L., 29 Colburn Rd., Reading, Mass.

29 Colburn Road	1974	2.50
	1975	5.00

Carlson, Robert B., 26 Alden Circle, Reading, Mass.

Sanborn Lane, Assessors' Plat 235 Lots 2 & 5	1974	216.25
	1975	432.50

Chase, Charles N. & Evelyn C., 333 South St., Reading, Mass.

333 South Street	1974	33.75
	1975	67.50

Connors, Helen F. etal, 58 Grove St., Randolph, Mass.

Off West Street, Assessors' Plat 97 Lot 39	1974	3.75
	1975	7.50

Connors, Helen F. etal, 58 Grove St., Randolph, Mass.		
West Street, Assessors' Plat 97 Lot 40	1974	4.37
	1975	8.75
DeWolfe, Louis J., 73 Prescott St., Reading, Mass.		
73 Prescott Street	1974	.63
	1975	1.25
Fulgoni, Margaret M., 21 Summer Ave., Reading, Mass.		
Main Street, Assessors' Plat 6 Lot 27	1975	50.00
Gardner, Louis R. & Louise M., 157 West St., Reading, Mass.		
157 West Street	1974	25.00
	1975	50.00
Hodson, Sydney M., Jr. etux Trs., 26 Brande Ct., Reading, Mass.		
301 Salem Street	1974	382.50
	1975	765.00
Hodson, Sydney M., Jr. etux Trs., 26 Brande Ct., Reading, Mass.		
209 Salem Street	1974	142.50
	1975	285.00
Hulse, Harold V. & Gloria R., Sanborn Lane, Reading, Mass.		
Sanborn Lane, Assessors' Plat 234 Lot 6	1974	39.37
	1975	78.75
Lester, Gardiner A. & Marion A., 1312 Main St., Reading, Mass.		
1312 Main Street	1974	16.25
	1975	32.50
Lindblad, Carl A. Jr. etal, 42 Washington St., Wellesley Hills, Mass.		
625 Main Street	1974	500.00
	1975	1000.00
Lindblad, Carl A. Jr. etal, 42 Washington St., Wellesley Hills, Mass.		
237-243 Main Street	1974	250.00
	1975	500.00
Lipsett, Robert G. & Isabelle M., 343 South Street, Reading, Mass.		
343 South Street	1974	42.50
	1975	85.00
Lundberg, Sven H. & Alice J., 69 Dana Road, Reading, Mass.		
69 Dana Road	1975	100.00

Napolitano, Angelo A. & Patricia A., 24 Audubon Rd., Reading, Mass.		
24 Audubon Road	1974	25.00
	1975	50.00
Neary, Donald & Joan P., 355 South St., Reading, Mass.		
355 South Street	1974	47.50
	1975	95.00
Pendergast, Joseph L., 77 Hartshorn St., Reading, Mass.		
13 Chute Street	1974	125.00
Perry, Edward M. & Judith C., 267 Haverhill St., Reading, Mass.		
267 Haverhill Street	1974	12.50
	1975	25.00
Powers, Charles B. & Barbara A., 25 Belmont St., Reading, Mass.		
25 Belmont Street	1974	5.00
	1975	10.00
Selfridge, James W. & Gail S., 119 Middlesex Ave., Reading, Mass.		
119 Middlesex Avenue	1974	11.88
	1975	23.75
Small, Marilyn L., 536 Haverhill St., Reading, Mass.		
536 Haverhill Street	1974	525.00
	1975	1050.00
Wood, Richard L. & Virginia M., 52 Belmont St., Reading, Mass.		
52 Belmont Street	1974	7.50
	1975	15.00
York, George D. & Elizabeth J., 408 Grove St., Reading, Mass.		
408 Grove Street	1974	12.50
	1975	25.00
Zelano, Domenic & Louise, 62 Nahant St., Lynn, Mass.		
739 Pearl Street	1974	41.25
	1975	82.50
Zelano, Domenic & Louise, 62 Nahant St., Lynn, Mass.		
Pearl Street, Assessors' Plat 237 Lot 1	1974	337.50
	1975	675.00
Zelano, Domenic & Louise, 62 Nahant St., Lynn, Mass.		
Pearl Street, Assessors' Plat 237 Lot 10	1974	6.25
	1975	12.50

Zelano, Domenic & Louise, 62 Nahant St., Lynn, Mass.		
Pearl Street, Assessors' Plat 237 Lot 12	1974	41.25
	1975	82.50
Zucchi, Oscar & Eleanor, 68 Red Gate Lane, Reading, Mass.		
68 Red Gate Lane	1974	12.50
	1975	25.00

Respectfully submitted,

MICHAEL T. SULLIVAN
ROBERT I. NORDSTRAND
WILLIAM E. LOCKE

Report of the Town Treasurer

GENERAL CASH ACCOUNT

Balance January 1, 1974	964,421.23
Less Adjustment per State Auditors	898.86
	963,522.37
Receipts January 1—June 30, 1974	40,359,895.75
Sub Total	41,323,418.12
Disbursements January 1—June 30, 1974	40,424,489.43
Cash Balance June 30, 1974	898,928.69
Receipts July 1—December 31, 1974	40,179,366.38
Sub Total	41,078,295.07
Disbursements July 1—December 31, 1974	39,668,514.41
Cash Balance December 31, 1974	1,409,780.66

REVENUE SHARING FUNDS

Balance January 1, 1974	181,563.75
Receipts January 1—June 30, 1974	807,609.20
Sub Total	989,172.95

Disbursements January 1—June 30, 1974	534,627.71
Cash Balance June 30, 1974	454,545.24
Receipts July 1—December 31, 1974	947,371.89
Sub Total	1,401,917.13
Disbursements July 1—December 31, 1974	907,314.86
Cash Balance December 31, 1974	494,602.27

LOANS IN ANTICIPATION OF SERIAL ISSUES

Balance January 1, 1974		.00
BPW Garage	140,000.00	
Borrowed in 1974 BPW Sewer Const.	400,000.00	540,000.00
Total		540,000.00
Paid in 1974		.00
Outstanding December 31, 1974		540,000.00

LOANS IN ANTICIPATION OF STATE & COUNTY HIGHWAY REIMBURSEMENTS

Balance January 1, 1974	.00
Borrowed in 1974	4,000.00
Total	4,000.00
Paid in 1974	4,000.00
Outstanding December 31, 1974	.00

LOANS IN ANTICIPATION OF REVENUE

Balance January 1, 1974	.00
Borrowed in 1974	500,000.00
Total	500,000.00
Paid in 1974	500,000.00
Outstanding December 31, 1974	.00

TRUST FUND ACCOUNTS

	BALANCE JAN.1,1974	RECEIPTS	DISBURSEMENTS	BALANCE DEC31,1974
Parker Hospital	455969.86	27045.19	1409.27	481605.78
Grouard Hospital	199120.32	13009.00	5.49	212123.83
Foster Hospital	8133.13	256.86	.00	8389.99
Public Library	1175.23	70.43	100.00	1145.66
Wadlin Library	2031.26	107.60	200.00	1938.86
Appleton Library	5330.15	333.57	100.00	5563.72
Appleton Mansfield Library	15521.13	556.47	602.74	15474.86
Foster Library	13559.91	888.21	719.50	13728.62
Pierce Library	605.24	30.51	100.00	535.75
Torrey Library	1162.63	39.27	100.00	1101.90
Tuttle Library	658.91	33.41	100.00	592.32
A.R.&G.B.Shepardson Library	1217.11	32.80	.00	1249.91
Sawyer Scholarship	5244.07	233.74	200.00	5277.81
Torre Scholarship	4663.04	254.92	250.00	4667.96
K.L.Brown Award	1069.85	57.35	25.00	1102.20
Parker Scholarship	5315.38	336.37	200.00	5451.75
Parker Loan Fund	3523.53	191.24	.00	3714.77
Forest Glen Cemetery	198373.47	27010.77	17464.60	207919.64
Laurel Hill Cemetery	168617.90	12648.61	17455.00	163811.51

Report of the Collector Of Taxes

Twelve Months Ending December 31, 1974

1975 Real Estate

[Fiscal Year]

Committed September 3, 1974	$9,168,174.92	
Refunds	13,921.08	
Abatements		$166,758.71
Paid to Treasurer		4,411,156.72
Uncollected December 31, 1974		4,604,180.57
	$9,182,096.00	$9,182,096.00

1974 Real Estate

(6 months)

Committed March 1974	$4,499,610.89	
Refunds	28,434.28	
Abatements		84,578.71
Paid to Treasurer		4,314,411.83
Uncollected December 31, 1974		129,054.63
	$4,528,045.17	$4,528,045.17

1973 Real Estate

Balance December 31, 1973	339,449.05	
Refunds	360.50	
Abatements		6,241.61
Paid to Treasurer		179,491.21
Uncollected December 31, 1974		154,076.73
	$339,809.55	$339,809.55

1972 Real Estate

Balance December 31, 1973	41,388.86	
Refunds	44.00	

Abatements		1,730.00
Paid to Treasurer		20,919.59
Uncollected December 31, 1974		18,783.27
	$41,432.86	$41,432.86

1971 Real Estate

Balance December 31, 1973	$19,228.20	
Paid to Treasurer		4,806.85
Uncollected December 31, 1974		14,421.35
	$19,228.20	$19,228.20

1970 Real Estate

Balance December 31, 1973	$13,693.90	
Paid to Treasurer		2,054.19
Uncollected December 31, 1974		11,639.71
	$13,693.90	$13,693.90

1969 Real Estate

Balance December 31,1973	$9,882.84	
Paid to Treasurer		1,626.55
Uncollected December 31, 1974		8,256.29
	$9,882.84	$9,882.84

1968 Real Estate

Balance December 31, 1973	$4,555.87	
Paid to Treasurer		$1,080.66
Tax Title		424.52
Balance December 31, 1974		3,050.69
	$4,555.87	$4,455.87

1967 Real Estate

Balance December 31, 1973	$2,494.06	
Paid to Treasurer		$1,080.66
Balance December 31, 1974		1,413.40
	$2,494.06	$2,494.06

1966 Real Estate

Balance December 31, 1973	$684.77	
Paid to Treasurer		12.64
Uncollected December 31, 1974		672.13
	$684.77	$684.77

1974 Motor Vehicle Excise

Committed 1974	$802,951.88	
Refunds	4,717.72	
Abatements		$79,633.17
Paid to Treasurer		675,054.64
Uncollected December 31, 1974		52,981.79
	$807,669.60	$807,669.60

1973 Motor Vehicle Excise

Balance December 31, 1973	$88,898.21	
Committed 1974	143,070.36	
Refunds	6,588.97	
Abatements		51,851.14
Paid to Treasurer		168,763.28
Uncollected December 31, 1974		17,943.12
	$238,557.54	$238,557.54

1972 Motor Vehicle Excise

Balance December 31, 1973	25,775.53	
Committed 1974	3,941.70	
Refunds	199.65	

Abatements		3,587.61
Paid to Treasurer		5,539.69
Uncollected December 31, 1974		20,789.58
	$29,916.88	$29,916.88

1971 Motor Vehicle Excise

Balance December 31, 1973	$13,488.59	
Abatements		13,005.96
Paid to Treasurer		482.63
Uncollected December 31, 1974		00
	$13,488.59	$13,488.59

1970 Motor Vehicle Excise

Balance December 31, 1973	62.70	
Uncollected December 31, 1974		62.70

Water Use

Balance December 31, 1973	$17,842.27	
Committed 1974	484,990.01	
Refunds	409.23	
Abatements		1,051.77
Paid to Treasurer		388.581.34
Uncollected December 31, 1974		113,608.40
	$503,241.51	$503,241.51

1975 Personal Property

(Fiscal Year)

Committed 1974	$185,040.25	
Abatements		295.00
Paid to Treasurer		93,078.22
Balance December 31, 1974		91,667.03
	$185,040.25	$185,040.25

1975 Personal Property

(Farm Animal Excise)

Committed 1974	$33.00	
Paid to Treasurer		33.00
Balance December 31, 1974		00
	$33.00	$33.00

1974 Personal Property

Committed 1974	$92,520.55	
Refunds	35.00	
Abatements		147.51
Paid to Treasurer		91,407.91
Balance December 31, 1974		1,000.13
	$92,555.55	$92,555.55

1974 Personal Property

(Farm Animal Excise)

Committed 1974	33.00	
Paid to Treasurer		33.00
Balance December 31, 1974		00
	$33.00	$33.00

1973 Personal Property

Balance December 31, 1973	$3,269.65	
Abatements		33.15
Paid to Treasurer		1,299.44
Balance December 31, 1974		1,937.06
	$3,269.65	$3,269.65

1972 Personal Property

Balance December 31, 1973	$1,371.72	
Paid to Treasurer		$896.21

Uncollected December 31, 1974		475.51
	$1,371.72	$1,371.72

1971 Personal Property

Balance December 31, 1973	$677.98	
Paid to Treasurer		235.00
Uncollected December 31, 1974		442.98
	$677.98	$677.98

1970 Personal Property

Balance December 31, 1973	$915.70	
Paid to Treasurer		359.10
Uncollected December 31, 1974		556.60
	$915.70	$915.70

1969 Personal Property

Balance December 31, 1973	436.90	
Abatements		436.90
Uncollected December 31, 1974		00
	00	00

Sewer Rentals

Balance December 31, 1973	$6,022.11	
Committed	106,039.03	
Refunds	325.63	
Abatements		$623.93
Paid to Treasurer		96,737.19
Uncollected December 31, 1974		15,025.65
	$112,386.77	$112,386.77

Advance Payments - Betterments

Committed 1974	$18,898.30	
Paid to Treasurer		$18,898.30
	$18,898.30	$18,898.30

Unapportioned Betterments

Balance December 31, 1973	$273,453.40	
Committed	211,119.56	
Abatements		23,932.71
Refunds	1,256.84	
Paid to Treasurer		18,362.83
Uncollected December 31, 1974		443,534.26
	$485,829.80	$485,829.80

Miscellaneous

Fees	$2,471.00	
Interest	16,275.87	
Municipal Lien Certificates	2,589.50	
Paid to Treasurer		21,336.37
	$21,336.37	$21,336.37

Departmental Accounts

Welfare	Public Works	Veterans	Moth	Forestry
Balance December 31, 1973			6,252.57	
Committed			40,271.37	
Paid to Treasurer				34,617.77
Uncollected December 31, 1974				11,906.17
			$46,523.94	$46,523.94

C. DEWEY SMITH
Collector of Taxes

ANNUAL REPORT

of

THE TOWN ACCOUNTANT

For the year ending

DECEMBER 31, 1974

Receipts and Expenditures

REPORT OF THE TOWN ACCOUNTANT

In accordance with Section 61, Chapter 41 of the General Laws, submitted herewith is the financial reports of the Accounting Department for the eighteen month period of January 1, 1973, — June 30, 1974.

All invoices and payrolls submitted for payment were processed on one hundred twenty five (125) Treasury Warrants which amounted to $88,066,569.72 for which the Treasury Department issued seventy-six thousand one hundred twenty three (76,123) checks.

The total receipts reported by the Town Treasurer, during the eighteen month period were $86,990,433.30. The adjusted cash balance on hand June 30, 1974 was $898,928.68, plus invested cash of $1,545,125.43 for a total of $2,444,054.12 and is a decrease of $782,430.16 from the balance on hand at the end of 1972.

Monthly notices of appropriation condition were forwarded, on State approved forms to all town officers, committees and boards charged with the expenditures of Town funds. At the time of this report, there are no known unpaid bills of previous years.

The unexpended appropriations, exclusive of Water, returned to the Revenue Account amounted to $217,311.46 an increase of $95,334.96 over 1972.

As required by law, under Section 54A, Chapter 41 of the General Laws, notice was given to the Board of Assessors of the total 1973 receipts, excluding taxes, loans, trust funds, federal and state grants and revolving funds, and the source of such receipts was specified. The actual collection in this group of receipts was $126,362.86 lower than the estimate used in determining the 1973 tax rate.

Appended to this report are the following schedules:

A. General Cash Account.

B. Schedule of Receipts.

C. Balance Sheet showing the financial condition of the Town.

D. Special Assessments Revenue Not Due.

E. Statement of Funded Debt.

F. Town Debt Accounts.

G. Trust and Investment Accounts.

H. Summary of Appropriations and Expenditures.

Richard E. Gould
Town Accountant

SCHEDULE A

GENERAL CASH ACCOUNT 1973-1974

Balance January 1, 1973 (Audited Balance)		1,975,963.96
Receipts:		
January 1973	1,156,247.07	
February	812,444.40	
March	2,483,542.19	
April	8,455,256.62	
May	1,929,772.51	
June	2,619,980.19	
July	1,737,070.67	
August	1,533,819.82	
September	2,779,097.96	
October	5,081,626.19	
November	12,671,512.29	
December	10,370,167.64	
January 1974	9,092,983.54	
February	6,303,639.22	
March	2,615,872.49	
April	3,786,550.71	
May	9,173,755.64	
June	9,387,094.15	86,990,433.30
Total Cash for 18 Month Period		88,966,397.26
Less Disbursements:		
January 1973	1,416,365.24	
February	1,637,795.44	
March	2,376,137.82	
April	2,056,707.82	
May	2,740,214.97	
June	2,680,961.14	
July	2,395,274.69	
August	2,170,287.99	
September	2,154,376.38	
October	2,321,305.28	
November	15,475,838.04	
December	10,216,815.47	
January 1974	8,056,007.19	
February	7,107,828.19	
March	3,215,606.84	
April	3,104,376.08	
May	10,056,244.93	
June	8,884,426.21	88,066,569.72
Balance June 30, 1974		899,827.54
Less Final Adjustment as per State Auditors		- 898.86
Adjusted Cash Balance June 30, 1974		898,928.68

SCHEDULE B

RECEIPTS 1973-1974

TAXES

Current Year: (01-01-73-06-30-74)				
Personal Property	1974	90,635.53		
	1974	4,214,139.03	4,304,774.56	
Real Estate	1974	172,188.46		
	1973	8,540,615.12	8,712,803.58	
In Lieu of Taxes:				
State			72,666.34	
Municipal Light			297,532.37	13,387,776.85
Previous Years:				
Personal Property			1,142.28	
Real Estate			174,941.94	
Tax Title Redemption			4.97	176,089.19
From The State:				
Corporation Tax			37,720.30	
Income Tax:				
State Valuation			2,800.00	
School:				
Chap. 69 Spec. Educ.			177,879.42	
Chap. 70 Aid			2,143,688.87	
Lottery Chap. 29,2D			108,194.65	2,470,283.24

Licenses and Permits

Selectmen:			
Liquor	6,700.00		
Other	568.00	7,268.00	
Health		486.50	
Town Clerk		680.00	
Building		3,838.20	
Plumbing		3,043.00	15,315.70

Fines and Forfeits

Court Fines	10,111.00

Grants and Gifts

From the Federal Government:		
Revenue Sharing PL 92-512	710,828.00	
School Lunch	174,365.80	
Aid to Schools PL874	78,896.00	
National Defense Education Act:		
PL85-864 Title III	2,520.50	
91-230 Title I Summer Report	22,044.00	
91-230 Title II Special Project	1,000.00	
91-230 Title II Library	19,590.59	
Sewer Project Reimbursement	92,320.00	1,101,564.89

From the Commonwealth of Massachusetts:			
172 Census Chap. 812/71		5,654.00	
Civil Defense		1,278.99	
Chap. 90 Maintenance		2,000.00	
Chap. 90 Construction		25,845.04	
Conservation Commission Land Purchases		7,832.00	
Veteran' Benefits		54,457.25	
Free Public Library		16,904.26	
Highway Acts 1973 Chap. 1140,21		45,600.00	
Highway Fund		37,400.02	
School Construction Aid:			
High Addition	140,748.52		
High Addition	140,748.52		
Coolidge Jr. High	23,361.22		
Coolidge Jr. High	23,361.22		
Alice Barrows	13,812.88		
Birch Meadow	16,051.14		
J. Warren Killam	33,080.00	391,163.50	
School Reimbursements:			
Transportation		9,985.38	
Transportation Outside		697.00	
Educ. Deaf & Blind Pupils		36,395.00	
Vocational Education		.00	
Tuition and Transportation		19,217.84	
Regional District Aid		201,028.54	
Racial Imbalance (METCO)		40,582.40	
Beano Taxes and Fees		7,918.34	903,958.56
From the County of Middlesex:			
Chapter 90 Maintenance		2,000.00	
Chapter 90 Construction		12,922.52	
Dog Licenses		7,430.91	22,353.43
From Cities and Towns:			
School Social Discovery			18,000.00
From Individuals:			
Veterans Recoveries		1,000.69	
Bicentennial Commission Fund		1,185.00	2,185.69

Special Assessments

Sewer:			
Unapportioned	36,446.57		
Added to Taxes 1974	249.20		
Added to Taxes 1973	36,233.29		
Added to Taxes 1972	847.32		
Added to Taxes 1971	61.35		
Paid in Advance	19,075.03	92,912.76	
Sewer House Connections:			
Unapportioned	30,502.83		
Added to Taxes 1974	373.30		
Added to Taxes 1973	33,495.44		
Added to Taxes 1972	441.87		
Added to Taxes 1971	90. 59		
Paid in Advance	10,927.23	75,831.26	
Sidewalk:			
Unapportioned	4,262.35		
Added to Taxes 1973	2,686.86		

Added to Taxes 1972	43.12		
Paid in Advance	1,012.17	8,004.50	
Street:			
Unapportioned	2,921.48		
Added to Taxes 1974	40.95		
Added to Taxes 1973	7,477.91		
Added to Taxes 1972	101.94		
Added to Taxes 1971	40.23		
Paid in Advance	5,368.97	15,951.48	
Water:			
Added to Taxes 1974	40.81		
Added to Taxes 1973	326.94		
Paid in Advance	759.95	1,127.70	193,827.70

Privileges

Motor Vehicle Excise:			
Current Year		64,074.73	
1973		663,029.86	
Previous Years		237,779.15	964,883.74

Departmental Revenue

General Government:			
Selectmen:			
Advertising Hearings	87.00		
Depot Income	1,389.57		
Lease of Land	400.00		
Treasurer:			
Bank Checks	1,107.31		
Miscellaneous	.18		
Collector:			
Certification	4,932.00		
Fees and Costs	5,434.95		
Town Clerk:			
Dog Licenses	1,314.25		
Sporting Licenses	268.60		
Miscellaneous	6,604.98		
Town Counsel Fees	6,768.69		
Board of Appeal Hearings	1,175.00		
Board of Assessors	595.00		
Sale of Books etc.	149.00	30,190.53	
Protection of Persons and Property:			
Police:			
Bicycle Registrations	88.75		
Gun Permits and ID Cards	3,856.00		
Miscellaneous	129.00		
Fire:			
Ambulance Fees	3,717.70		
Miscellaneous	**52.75**		
Gas Inspector Fees	**1,290.00**		
Wire Inspector Fees	**3,769.25**		
Sealer Weights & Measures Fees	**156.40**		
Forestry	**4,864.56**		
Town Forest	**63.00**		
Dog Officer	**198.00**	**18,185.41**	

Health and Sanitation:			
Inspector of Milk and Food	508.50		
Public Clinic	701.00		
Swimming Pool Licenses	152.00		
Miscellaneous	15.00		
Sewer Rental	145,667.94		
Sewer Pumping Permits	225.00		
Dump Fees	3,983.75		
Drain Layer Fees	5,600.00		
Recycling	635.75	157,488.94	
Highways:			
Adminstration	493.73		
Snow and Ice Removal	889.28		
Sale of Gasoline	5,327.43	6,710.44	
Schools:			
Adult Education	9,301.73		
Driver Education	5,950.00		
Rentals/Custodians	22,986.68		
Vandalism	536.81		
Sale of Junk	217.14		
Miscellaneous	449.70	39,442.06	
Library:			
Fines	14,450.96		
Copy Service	5,183.69		
Sale of Books	489.31		
Book Fund	2,528.88	22,652.84	
Recreation:			
Swimming Pool Fees	4,117.40		
Programs	7,548.50	11,665.90	
Conservation Sommission		115.00	
Council for Aging		2,208.10	
Unclassified:			
Contributions:			
Municipal Light			
Insurance	68,428.94		
Group Insurance	14,150.00		
Contributory Retirement	65,223.00		
Water Insurance	18,434.38		
Sewer Insurance	13,875.71		
Dividends:			
Liability Insurance	6,407.32		
Life Insurance	9,966.00		
Blue Cross Blue Shield	7,948.00		
Telephones:			
Public Works - Highway	384.07		
Schools	1,412.02		
Damage Claims:			
Police	4,472.62		
Council for Aging	213.00		
Forestry	540.00		
Public Works	86.48	211,541.54	
Sale of Land		300.00	
Public Works Garage Fire Loss		60,241.46	560,742.22

Public Service Enterprise			
Light Department:			
Sale of Light and Power	14,382,755.74		
Merchandise and Jobbing	235,665.87		
Miscellaneous Refunds	68,701.03		
Invested Funds and Income	656,724.86	15,343,847.50	
Water Department:			
Rates	568,654.86		
Services and Repairs	107,022.20		
Liens Added to Taxes:			
1974	3,880.19		
1973	44,762.94		
1972	4,367.99		
1971	320.53		
1968	52.95	729,061.66	16,072,909.16
Cemeteries			
Sale of Lots and Graves	12,460.00		
Miscellaneous	22,231.58	34,691.58	
Interest			
Personal Property and Real Estate Taxes	24,138.60		
Motor Vehicle Excise	1,465.16		
Special Assessments	20,893.14		
Sewer Rentals	121.21		
Cash Investment	68,194.10		
Accrued	487.98		
Cemetery Perpetual Care Funds	23,381.23		
Public Trust Funds:			
Hospital:			
Parker	36,050.37		
Grouard	17,567.57		
Foster	169.59	53,787.53	
Scholarship:			
Parker	478.14		
Sawyer	206.26	684.40	
Library:			
Appleton	478.14		
Foster	1,012.50		
Public	95.64		
Torrey	48.75		
Waldin	95.64	1,730.67	
Federal Revenue Sharing PL		21,135.20	216,016.22
Municipal Indebtedness			
Temporary Loans:			
In Anticipation of:			
Tax Revenue	4,300,000.00		
Highway Reimbursement	4,000.00		
Serial Issue Sewer	400,000.00		
Agency and Revolving Funds			
Dog License Due County	11,358.10		
Sporting Licenses Due State	9,307.50		
School Lunch	422,652.84		
School Athletics	16,454.79		
Community Center	19,639.04		
Conservation Comm. Land Taking Escrow	18,818.23		
Guarantee Deposits:			
Water	6,507.55		
Sewer	2,000.00		

Employees Payroll Deductions:		
Federal Tax	1,975,132.53	
State Tax	511,382.03	
Blue Cross/Blue Shield	228,014.44	
Life Insurance	27,488.34	
Teachers Retirement	322,530.26	
Teachers Annuities	118,631.54	
Teachers Association Dues	22,297.56	
Other Dues	16,632.14	
Savings Bonds	26,290.25	
Credited Income:		
Library	2,000.00	
Cemetery	310.00	
Replacement Chapter 44,53,3	5,117.78	
Replacement Chapter 44,53,2:		
School	7,576.04	
Public Works	8,911.83	
Fire	887.31	
Forestry	6,000.00	
Police Off-Duty Details	28,516.00	3,814,446.10
Refunds and Transfers		
Refunds:		
Appropriation Accounts	7,253.77	
Revenue Accounts	94,380.87	
Federal Revenue Sharing Accounts	1,763.34	
Other:		
Clearance Accounts P/R	473,505.76	
Trust Funds Investments	396,526.29	
Cemetery Perpetual Care Request	24,140.00	
General Cash Investments	42,054,026.66	
Tailings	3,407.88	43,055,004.57
Federal Revenue Sharing Funds Invested		1,605,938.00
Total Receipts for 01-01-73/06-30/74		89,330,097.84
Cash on Hand January 1, 1973		2,126,691.96
Grand Total for 1973-1974		91,456,789.80

SCHEDULE C-1

Balance Sheet - June 30, 1974

ASSETS

Cash:		
General	898,928.69	
Cash Investments	1,545,125.43	2,444,054.12
Town Treasurer Cash Discrepancy		2,866.11
Petty Cash Advances:		
Collector	100.00	
Library	15.00	
Light Department	500.00	
Police	20.00	
Schools	384.00	
Selectmen	50.00	
Water	100.00	
Council for Aging	50.00	
Treasurer	500.00	1,719.00

Accounts Receivable:			
Taxes:			
Levy of 1974			
Personal Property	1,792.51		
Real Estate	201,775.89	203,568.40	
Levy of 1973			
Personal Property	2,102.45		
Real Estate	205,399.41	207,501.86	
Levy of 1972			
Personal Property	859.12		
Real Estate	26,753.56	27,612.68	
Levy of 1971			
Personal Property	452.38		
Real Estate	17,052.65	17,505.03	
Levy of 1970			
Personal Property	649.00		
Real Estate	12,567.18	13,216.18	
Levy of 1969			
Real Estate		9,309.27	
Levy of 1968 Real Estate		3,618.43	
Levy of 1967 Real Estate		1,781.44	
Levy of 1966 Real Estate		676.97	
Levy of 1965 Real Estate		194.02	484,984.28
Farm Animal Excise:			
Levy of 1974		33.00	
Levy of 1973		33.00	
Levy of 1972		18.68	84.68
Motor Vehicle Excise:			
Levy of 1974		208,371.38	
Levy of 1973		28,140.92	
Levy of 1972		22,543.05	
Levy of 1971		12,893.76	
Levy of 1970		62.70	272,011.81
Special Assessments:			
Sewer:			
Added to Taxes 1974	-249.20		
Added to Taxes 1973	1,696.84		
Added to Taxes 1972	433.91		
Added to Taxes 1971	516.14		
Added to Taxes 1970	351.60		
Added to Taxes 1969	112.65		
Added to Taxes 1968	53.46	2,915.40	
Sewer House Connections:			
Added to Taxes 1974	-373.30		
Added to Taxes 1973	295.79		
Added to Taxes 1972	145.36		
Added to Taxes 1971	28.76		
Added to Taxes 1970	28.76		
Added to Taxes 1969	28.76	154.13	
Sidewalk:			
Added to Taxes 1973	-35.52		
Added to Taxes 1972	10.63		
Added to Taxes 1970	83.98		
Added to Taxes 1969	83.96		
Added to Taxes 1968	83.96		
Added to Taxes 1967	83.96		
Added to Taxes 1966	83.96		
Added to Taxes 1965	83.96	478.89	

Street:			
Added to Taxes 1974	-40.95		
Added to Taxes 1973	205.09		
Added to Taxes 1972	238.69		
Added to Taxes 1971	101.82		
Added to Taxes 1970	113.91		
Added to Taxes 1969	73.68		
Added to Taxes 1968	58.41		
Added to Taxes 1967	35.19	785.84	
Water:			
Added to Taxes 1974	-40.81		
Added to Taxes 1973	56.85		
Added to Taxes 1972	35.00		
Added to Taxes 1971	35.00		
Added to Taxes 1970	35.00		
Added to Taxes 1969	35.00		
Added to Taxes 1968	35.00		
Added to Taxes 1967	35.00	226.04	
Committed Interest:			
Added to Taxes 1974	-172.53		
Added to Taxes 1973	638.99		
Added to Taxes 1972	277.76		
Added to Taxes 1971	234.47		
Added to Taxes 1970	171.55		
Added to Taxes 1969	98.05		
Added to Taxes 1968	77.48		
Added to Taxes 1967	50.40		
Added to Taxes 1966	16.79		
Added to Taxes 1965	20.15	1,413.11	
Sewer Rentals		28,190.84	34,164.25
Tax Titles and Possessions:			
Tax Titles		2,933.83	
Possessions		4,549.80	7,483.63
State and County Aid to Highways Revenue			4,000.00
Income Due From Cemetery Perpetual Care Fund Bequests			34,600.00
Underestimates:			
County Tax 1973			48,977.27
Overlay 1974			43,288.59
Revenue Account 1974			12,679,568.20
Loans Authorized			3,424,650.00
Departmental:			
Veterans' Benefits		790.94	
Forestry		489.93	1,280.87
Water:			
Rates, etc.		193,619.53	
Liens:			
Added to Taxes 1974	-3,965.15		
Added to Taxes 1973	13,491.69		
Added to Taxes 1972	2,266.84		
Added to Taxes 1971	1,733.32		
Added to Taxes 1970	560.50		
Added to Taxes 1969	584.00		
Added to Taxes 1968	114.90		

Added to Taxes 1967	250.81		
Added to Taxes 1966	27.60	15,064.51	208,684.04
Light:			
Rates, etc.		2,232,532.73	
Consumers' Deposits		127,878.00	2,360,410.73
			22,052,827.58

LIABILITIES

Loan Authorized Unissued		3,024,650.00
Temporary Loan:		
In Anticipation Highway Reimbursement		4,000.00
In Anticipation Serial Issue		400,000.00
Guarantee Deposits:		
Sewer		2,000.00
Water Mains Extensions		1,200.00
Audubon Road		24,370.41
Light-Consumers' Deposit		127,878.00
Agency:		
Dog Licenses due County	725.50	
Withholding Taxes State	2,777.68	
Blue Cross Deductions	20,328.44	
Life Insurance Deductions	2,908.68	
Teachers' Annuity	25.00	
Union Dues	226.52	
Savings Bonds Deductions	510.00	27,501.82
Tailings Unclaimed Checks		4,527.05
Sale of Real Estate		38,675.00
Recoveries Veterans' Benefits		2,451.59
Public Library Book Fund		35.38
Salvage Committee Fund		6,672.03
Federal Grants:		
P.L. 91-230 Title LL Library	9,227.40	
P.L. 91-230 Title II Special Projects	11.69	
P.L. 874 Aid to Schools	72,435.67	81,674.76
State Grant:		
Aid to Schools Metco		13,206.66
Revolving Funds:		
School Lunch	35,705.32	
School Athletics	10,761.50	
Community Center Building	21,354.49	
Police Officers Off Duty Work	144.00	
Community Programs for the Aging	292.59	
Reading BiCentennial Commission Fund	1,185.00	
Social Discovery Project	120.12	
Replacement Chapter 44, s53, c2	8,265.20	
Replacement Chapter 44, s53, c3	6,090.33	83,918.55
Cemetery Sale of Lots and Graves Fund		4,764.42

Appropriation Balances:		
Revenue:		
General	197,789.98	
Light	683,965.16	
Water	00	
Non Revenue	548,137.22	
ATM 1974-1975 Not Available Prior July 1,'74	12,882,643.00	14,312,535.36
Overestimates:		
Parks and Reservations 1973	10,468.22	
Metropolitan Sewerage 1973	10,471.77	
Metropolitan Air Pollution Control 1973	106.52	
MBTA Assessment 1973	66.18	
Ipswich River Watershed District 1973	786.66	21,899.35
Receipts Reserved for Appropriation:		
State Aid for Libraries	8,452.13	
Group Insurance Dividend	1,980.00	10,432.13
Overlay Surplus Revenue		97,768.73
Overlay Reserved for Abatements:		
Levy of 1973	128,246.37	
Levy of 1972	106,014.16	
Levy of 1971	22,505.03	
Levy of 1970	18,216.68	
Levy of 1969	9,309.27	
Levy of 1968	3,618.43	
Levy of 1967	1,781.44	289,691.38
Reserve for Petty Cash Advances		1,719.00
Revenue Reserved Until Collected:		
Farm Animal Excise	84.68	
Motor Vehicle Excise	272,011.81	
Special Assessments	34,164.25	
Tax Title and Possessions	7,483.63	
Departmental	1,280.87	
Water	208,684.04	
Light	2,232,532.73	2,756,242.01
Surplus Revenue:		
General	668,763.04	
Water	46,250.91	715,013.95
		22,052,827.58

SCHEDULE C-2

FEDERAL REVENUE SHARING P L 92-512

BALANCE SHEET JUNE 30, 1974

ASSETS

Special Cash Account	104,545.24	
Federal Revenue Sharings Funds Invested	350,000.00	
P L 92-512 Account	267,784.83	
Total		722,330.07

LIABILITIES

Appropriation from #92-512 Authorized:		
Finance Committee Consultant Study	2,000.00	
Recreation Committee Youth Program	330.07	
Police Salaries	360,000.00	
Fire Salaries	360,000.00	
Total		722,330.07

SCHEDULE D

SPECIAL ASSESSMENTS REVENUE NOT DUE

Year	Sewer	Sewer House Connections	Sidewalk	Street	Water Mains	Total
1974	36,922.61	34,650.56	2,351.02	6,889.78	334.71	81,148.68
1975	32,676.29	31,026.06	2,249.39	6,486.91	293.90	72,732.55
1976	29,657.43	28,027.15	2,082.18	6,139.54	293.90	66,200.20
1977	26,521.30	25,763.59	1,787.56	5,560.17	293.90	59,926.52
1978	24,150.44	22,660.44	1,426.48	4,998.20	294.01	53,529.57
1979	21,904.34	20,925.44	1,327.87	4,087.62	238.87	48,484.14
1980	19,129.96	19,092.12	1,211.74	3,522.44	238.87	43,195.13
1981	13,818.17	13,290.10	1,145.91	3,160.62	238.87	31,653.67
1982	9,935.57	8,978.94	1,106.93	3,095.86	238.87	23,356.17
1983	3,008.06	4,503.31	853.35	2,881.20	238.92	11,484.84
1984			657.09	2,768.07	142.79	3,567.95
1985			613.23	2,660.64	142.79	3,416.66
1986			574.98	2,618.56	142.79	3,336.33
1987			478.34	2,618.63	83.29	3,180.26
1988			395.78	2,531.07	83.64	3,010.49
1989			353.49	1,579.56		1,933.05
1990			293.31	1,420.75		1,714.06
1991			270.69	355.26		625.95
1992			237.25	348.76		586.01
1993			34.62	17.81		52.43
Totals	217,724.17	208,917.71	19,451.21	63,741.45	3,300.12	513,134.66

SCHEDULE E

Debt Statement
(Also Amounts Due for Principal and Interest During July 1, 1974 Through June 30, 1975)

	Year Issued	Rate of Interest	Outstanding Jan. 1, 1973	Added in 1973-1974	Paid in 1973-1974	Outstanding June 30, 1974	Due 1974-1975 Principal	Due 1974-1975 Interest	Date of Maturity
Light - Additional Power Lines	*1955	2.60	15,000.00		5,000.00	10,000.00	5,000.00	195.00	1975
Light - Sub Station Lynnfield	*1956	2.90	120,000.00		30,000.00	90,000.00	30,000.00	2,175.00	1976
School - Birch Meadow	1956	2.90	80,000.00		20,000.00	60,000.00	20,000.00	1,450.00	1976
School - Birch Meadow	*1956	2.90	80,000.00		20,000.00	60,000.00	20,000.00	1,450.00	1976
Water Wells Development	*1959	3.70	10,000.00		5,000.00	5,000.00	5,000.00	92.50	1974
School - Coolidge Jr. High	1960	3.75	210,000.00		60,000.00	150,000.00	30,000.00	5,625.00	1979
School - Coolidge Jr. High	*1960	3.75	175,000.00		50,000.00	125,000.00	25,000.00	4,687.50	1979
Water Treatment Plant	*1961	3.30	206,000.00		24,000.00	182,000.00	24,000.00	5,610.00	1981
Water Wells Development	*1961	3.30	24,000.00		6,000.00	18,000.00	6,000.00	495.00	1976
School - Alice Barrows	*1963	3.00	345,00.00		35,000.00	310,000.00	35,000.00	8,775.00	1983
Water Aqueducts and Mains	*1964	3.10	180,000.00		15,000.00	165,000.00	15,000.00	4,882.50	1984
Water Reservoir	*1968	4.50	160,000.00		30,000.00	130,000.00	15,000.00	5,850.00	1983
Sewer Construction	1968	4.40	160,000.00		10,000.00	150,000.00	10,000.00	6,380.00	1988
Sewer Construction	1968	4.40	240,000.00		15,000.00	225,000.00	15,000.00	9,570.00	1988
School - Killam	*1968	4.40	1,270,000.00		80,000.00	1,190,000.00	80,000.00	50,600.00	1988
Sewer Interceptor	1968	4.40	240,000.00		15,000.00	225,000.00	15,000.00	9,570.00	1988
Sewer Interceptor	1969	5.30	445,000.00		50,000.00	395,000.00	25,000.00	20,935.00	1990
Sewer Construction	1970	6.20	85,000.00		60,000.00	25,000.00	25,000.00	1,550.00	1975
School-Memorial High Renovations	1970	6.20	115,000.00		30,000.00	85,000.00	15,000.00	5,270.00	1980
School - Memorial High Addition	*1970	6.20	985,000.00		120,000.00	865,000.00	60,000.00	53,630.00	1989
School - Memorial High Addition	*1970	6.20	2,630,000.00		300,000.00	2,330,000.00	150,000.00	144,460.00	1990
Sewer Construction	1970	6.00	720,000.00		40,000.00	680,000.00	40,000.00	39,600.00	1990
Incinerator Construction	1970	6.00	1,300,000.00		75,000.00	1,225,000.00	75,000.00	71,250.00	1990
Light-Enlarge Municipal Plant	*1970	6.00	540,000.00		30,000.00	510,000.00	30,000.00	29,700.00	1990
School-Memorial High Addition	*1971	4.75	2,660,000.00		280,000.00	2,380,000.00	140,000.00	113,050.00	1991
Sewer Construction	1972	4.25	980,000.00		100,000.00	880,000.00	100,000.00	35,275.00	1982
Water Systems Improvements	*1972	4.50	400,000.00		40,000.00	360,000.00	40,000.00	15,300.00	1982
Water Wells Development	*1958	2.50	10,000.00		10,000.00				
Totals			14,385,000.00		1,555,000.00	12,830,000.00	1,050,000.00	647,427.50	
Inside Debt Limit			4,575,000.00		475,000.00	4,100,000.00	370,000.00	206,475.00	
*Outside Debt Limit			9,810,000.00		1,080,000.00	8,730,000.00	680,000.00	440,952.50	

SCHEDULE F

DEBT ACCOUNTS 1974

INSIDE DEBT LIMIT:			
Incinerator Construction 1970		1,225,000.00	
Sewer:			
Construction 1972	880,000.00		
Construction 1970	630,000.00		
Construction 1969	25,000.00		
Interceptor 1969	395,000.00		
Interceptor 1968	225,000.00		
Construction 1968	150,000.00		
Construction 1968	225,000.00	2,580,000.00	
School:			
Memorial High Renovations 1970	85,000.00		
Coolidge Jr. High 1960	150,000.00		
Birch Meadow 1956	60,000.00	295,000.00	4,100,000.00
OUTSIDE DEBT LIMIT:			
School:			
Memorial High Addition 1971	2,384,000.00		
Memorial High Addition 1970	3,195,000.00		
Killam 1968	1,190,000.00		
Alice Barrows 1963	310,000.00		
Coolidge Jr. High 1960	125,000.00		
Birch Meadow 1956	60,000.00	7,260,000.00	
Water:			
Construction 1972	360,000.00		
Reservoir 1968	130,000.00		
Aqueducts and Mains 1964	165,000.00		
Wells Development 1961	18,000.00		
Treatment Plant 1961	182,000.00		
Wells Development 1959	5,000.00	860,000.00	
Light:			
Enlarge Municipal Plant 1970	510,000.00		
Sub-Station Lynnfield 1956	90,000.00		
Additional Power Lines 1955	10,000.00	610,000.00	8,730,000.00
Total Funded or Fixed Debt			12,830,000.00

SCHEDULE G

TRUST AND INVESTMENT ACCOUNTS

Gilman L. Parker Hospital Fund	469,077.32		
Anne S. Grouard Hospital Fund	205,942.53		
Stephen Foster Hospital Fund	8,258.98	683,278.83	
Parker Scholarship Fund	5,482.49		
Brown Scholarship Fund	1,073.27		
Sawyer Scholarship Fund	5,250.89		
Torre Scholarship Fund	4,788.80		
Parker Loan Fund	3,617.23	20,212.68	
Appleton Library Fund	5,399.25		
Appleton-Mansfield Library Fund	15,339.75		
Foster Library Fund	13,244.63		
Pierce Library Fund	521.33		
Public Library Fund	1,112.28		
Torrey Library Fund	1,083.13		
Tuttle Library Fund	576.41		
Waldin Library Fund	1,895.00		
Shepardson Book Fund	1,249.91	40,421.69	
Stabilization Fund		258.20	
Cemetery Perpetual Care Funds		384,842.41	
Total Cash and Securities			1,1129,013.81

SCHEDULE H

SUMMARY OF APPROPRIATIONS AND EXPENDITURES FOR THE PERIOD 01-01-73 06-30-74

	Jan. 1, '73 Balance	Appropriations	Loans Transfers and Other Credits	Totals	Expended on Selectmen's Warrants	Debit Transfers & Other Charges	Unexpended Balances Closed to Revenue	Balances Forward and Overdrafts
GENERAL GOVERNMENT:								
Board of Selectmen Clerical		5,040.00	1,560.00	6,600.00	5,264.04		1,335.96	
Board of Selectmen Expense		3,800.00	236.30	4,036.30	4,008.30		28.00	
Board of Selectmen Executive Secretary		15,534.00		15,534.00	13,600.36		1,933.64	
Town Accountant Salary		18,300.00		18,300.00	16,796.28		1,503.72	
Town Accountant Accountant Salary		11,871.00		11,871.00	11,539.15		331.85	
Town Accountant Clerical		3,372.00		3,372.00	3,280.88		91.12	
Town Accountant Expense	105.26	2,294.00		2,399.26	2,396.07		3.19	
Town Accountant Data Processing Costs	200.00			200.00	199.98		.02	
Town Treasurer Salary		7,500.00		7,500.00	7,499.88		.12	
Town Treasurer Clerical		15,900.00	491.14	16,391.14	16,390.03		1.11	
Town Treasurer Expense		13,217.00		13,217.00	12,669.67		547.33	
Town Treasurer Bank Reconciliation Services	1,000.00			1,000.00			1,000.00	
Town Treasurer Redemption & Foreclosing Expense	1,200.00			1,200.00				1,200.00
Town Collector Salary		9,600.00		9,600.00	9,373.10		226.90	
Town Collector Clerical		30,000.00	1,029.16	31,029.16	31,029.16			
Town Collector Expense		6,500.00	1,750.00	8,250.00	8,220.10		29.90	
Board of Assessors Salaries		6,750.00		6,750.00	6,750.00			
Board of Assessors Appraiser, Clerical		55,334.00	420.00	55,754.00	55,623.25		130.75	
Board of Assessors Expense		8,500.00	18.70	8,518.70	8,517.99		.71	
Town Clerk Salary		7,350.00		7,350.00	7,349.94		.06	
Town Clerk Clerical		22,303.00		22,303.00	21,598.77		704.23	
Town Clerk Expense		8,500.00	779.94	9,279.94	9,269.38		10.56	
Board of Registrars Salaries		1,440.00		1,440.00	1,440.00			
Board of Registrars Expense		300.00		300.00	280.37		19.63	
Election & Registration		31,050.00		31,050.00	30,439.39		610.61	
Town Counsel Professional Services		44,025.00		44,025.00	44,025.00			
Town Counsel Legal Expense		4,500.00	825.00	5,325.00	4,499.88		44.53	780.59
Town Counsel Appraisal Fees	825.00			825.00		825.00		
Town Counsel Damage Claims	3,189.85			3,189.85				3,189.85
Board of Appeals Expense		2,900.00		2,900.00	2,037.57		862.43	
Planning Board Expense		300.00		300.00	249.86		50.14	
Finance Committee Clerk		1,800.00		1,800.00	1,800.00			
Finance Committee Expense		350.00		350.00	348.89		1.11	
Finance Committee Special Bank Reconciliation Acct.	5,000.00		2,117.00	7,117.00	7,117.00			
Finance Committee Consultant Study PL 92-512		20,000.00		20,000.00	18,000.00			2,000.00
Personnel Board Expense		1,350.00		1,350.00	1,007.77		263.53	78.70

Industrial Commission Expense	858.88			858.88				858.88
Superintendent of Buildings Salary		14,480.00		14,480.00	14,442.41		37.59	
Municipal Building Custodian Salary		9,810.00		9,810.00	9,713.74		96.26	
Municipal Building Maintenance		14,733.00	4,950.00	19,683.00	19,675.90		7.10	
Depot Maintenance		2,168.00	100.00	2,268.00	2,268.00			
Community Center Building Fund	8,158.08	13,000.00	19,639.04	40,797.12	40,182.63			614.49
TOTAL for GENERAL GOVERNMENT	20,537.07	413,871.00	33,916.28	468,324.35	448,904.74	825.00	9,872.10	8,722.51
PROTECTION of PERSONS and PROPERTY:								
Police Salaries		765,385.00		765,385.00	760,408.95		4,976.05	
Police Traffic Control-Schools		55,000.00	3,090.00	58,090.00	56,072.00		2,018.00	
Police Station Custodian Salary		3,531.00		3,531.00	3,531.00			
Police Maintenance		60,000.00	7,000.00	67,000.00	65,136.58		1,863.42	
Police Traffic Lights	338.85	7,500.00	3,563.66	11,402.51	11,402.51			
Police New Uniforms	2,904.96	12,000.00		14,904.96	12,513.42		145.88	
Police Cruisers (3) 1973	145.88	8,500.00	227.00	8,872.88	8,727.00			
Police Cruisers (3) 1974		8,500.00	628.00	9,128.00	9,128.00			
Police - Walkie Talkie-Fed Rev Sharing PL 92-512		1,000.00		1,000.00	997.00		3.00	
Police Officers Off Duty Work			28,516.00	28,516.00	28,372.00			144.00
Idemnification of Police & Fire Officers		1,700.00	5,450.00	7,150.00	7,137.22			12.78
Fire Salaries		941,534.00		941,534.00	941,176.65		357.35	
Fire Maintenance		49,000.00	2,519.56	51,519.56	51,519.22		.34	
Fire New Uniforms	2,108.94	5,160.00	360.00	7,628.94	5,135.43			2,493.51
Fire Auxiliary Protective Clothing	1.51	1,700.00		1,701.51	1,699.38		2.13	
Fire Pumping Fire Engine	35,000.00			35,000.00	34,958.15		41.85	
Fire Alarm Maintenance Salary		11,000.00		11,000.00	10,819.56		180.44	
Fire Alarm Maintenance Expense		5,000.00		5,000.00	4,999.45		.55	
Replacement Revolving Fund Chapter 44, S53, C2			887.31	887.31	887.31			
Forestry Salaries		79,476.00		79,476.00	79,476.00			
Forestry Expense		16,515.00	3,478.06	19,993.06	19,988.58		4.48	
Forestry Tree Removal Including Labor		5,928.00		5,928.00	5,928.00			
Forestry Tree Planting Fund		1,000.00		1,000.00	1,000.00			
Truck with Rebuilt Existing Dump Body		7,000.00	596.00	7,596.00	6,545.00			1,051.00
Forestry Tank for Sprayer	1,000.00			1,000.00	664.85			335.15
Replacement Revolving Fund Chapter 44, S53, C2			6,000.00	6,000.00				6,000.00
Forestry Tree Sprayer		9,450.00		9,450.00	7,543.06			1,906.94
Dutch Elm Disease Control	9,687.80			9,687.80	4,430.82			5,256.98
Town Forest	1,264.68	3,000.00	63.00	4,327.68	1,685.57			2,642.11
Hydrant Rentals		39,000.00		39,000.00	39,000.00			
Drinking Fountains		150.00		150.00	150.00			
Building Inspector Salaries		10,485.00	1,775.30	12,260.30	12,107.22		153.08	
Building Inspector Expense		1,480.00	1,500.00	2,980.00	2,916.74		63.26	

	Jan. 1, '73 Balance	Appropriations	Loans Transfers and Other Credits	Totals	Expended on Selectmen's Warrants	Debit Transfers & Other Charges	Unexpended Balances Closed to Revenue	Balances Forward and Overdrafts
Wiring Inspector Salary		4,100.00	1,499.00	5,599.00	5,539.00		60.00	
Wiring Inspector Expense		1,500.00		1,500.00	1,338.12	160.00	1.88	
Sealer of Weights & Measures Salary		1,974.00		1,974.00	1,973.22		.78	
Sealer of Weights & Measures Expense		540.00		540.00	325.65		214.35	
Dog Officer Salary		13,751.00	1,123.38	14,874.38	14,826.38		48.00	
Dog Officer Expense		5,000.00		5,000.00	3,730.89		1,269.11	
Enforcement of New Leash Law	8,616.95			8,616.95				8,616.95
Civil Defense	113.14	4,250.00	1,278.99	5,642.13	5,386.87			255.26
Conservation Commission:								
Expense 1973		7,000.00	304.67	7,304.67	7,304.67			
Fund 1973		4,400.00		4,400.00	4,399.39		.61	
Fund 1972	2,877.63		73.05	2,950.68	2,859.74		90.94	
Engineering 1969	3,125.90			3,125.90	3,125.90			
Printing 1969	522.61			522.61	198.15	324.46		
Updating Plans & Preparation Wetlands Map		5,000.00		5,000.00	4,122.67			877.33
Land Purchase 1973		23,000.00		23,000.00		23,000.00		
Land Purchase 1973		3,000.00		3,000.00	2,821.75			178.25
Land Purchase 1973		26,000.00		26,000.00	25,987.06			12.94
Land Purchase 1973		1.00		1.00				1.00
Land Purchase 1972	1.00			1.00		1.00		
Land Purchase 1972	1.00			1.00		1.00		
Land Purchase 1972	1.00			1.00		1.00		
Land Purchase 1972	988.28			988.28		988.28		
Land Purchase 1970	1.00			1.00		1.00		
Land Purchase 1970	1.00			1.00		1.00		
Land Purchase 1970	250.00			250.00		250.00		
Land Purchase 1970	250.00			250.00		250.00		
Land Purchase 1970	500.00			500.00		500.00		
Land Purchase 1969	1.00			1.00		1.00		
Land Purchase 1969	1.00			1.00		1.00		
Land Purchase 1969	1.00			1.00		1.00		
Land Purchase 1969	1.00			1.00		1.00		
Land Purchase 1969	1,000.00			1,000.00		1,000.00		
Land Purchase 1969	2.00			2.00		2.00		
TOTAL for PROTECTION of PERSONS and PROPERTY	70,708.13	2,209,510.00	69,932.98	2,350,151.11	2,279,996.13	26,483.74	11,495.50	32,175.74
HEALTH and SANITATION:								
Board of Health Salaries		8,535.00	1,323.31	9,858.31	9,858.31			
Board of Health Agent Salary		18,987.00	32.39	19,019.39	19,019.39			
Board of Health Expense		2,250.00	21.50	2,271.50	2,268.75		2.75	
Board of Health Care of Contagious Diseases		7,500.00	7,567.00	15,067.00	14,336.53		730.47	
Board of Health Fluoridation		7,500.00		7,500.00	3,932.00		3,568.00	

Board of Health Mosquito Control	115.69	10,500.00		10,615.69	10,501.65		114.04	
Board of Health Drug Related Health Care	5,750.01	32,500.00		38,250.01	38,250.01			
Board of Health Mental Health Clinic		38,000.00		38,000.00	38,000.00			
Board of Health Child Welfare		3,223.00		3,223.00	3,223.00			
Bas Inspector Salary & Expense		1,175.00		1,175.00	1,108.15		66.85	
Plumbing Inspector Salary		3,500.00		3,500.00	2,580.00		920.00	
Animal Inspector Salary	137.50		825.00	962.50	962.50			
TOTAL for HEALTH and SANITATION	6,003.20	133,670.00	9,769.20	149,442.40	144,040.29		5,402.11	
PUBLIC WORKS:								
Department Salaries		1,016,650.00		1,016,650.00	960,935.34		55,714.66	
Department Expense		455,000.00	11,216.61	466,216.61	463,828.11		2,388.50	
Equipment Purchase		57,000.00		57,000.00	44,000.00	13,000.00		
Chapter 679 Construction	12,136.84			12,136.84	5,963.94	6,172.90		
Chapter 616 Construction	14,389.27			14,389.27	2,101.37	12,287.90		
Chapter 90 Construction 1967	3,720.00			3,720.00	3,720.00			
Chapter 90 Construction 1968	3,720.00			3,720.00	3,720.00			
Chapter 90 Construction 1969	2,650.08			2,650.08	2,650.08			
Chapter 90 Construction 1973		10,400.00		10,400.00				10,400.00
Chapter 90 Maintenance 1973		2,000.00	4,000.00	6,000.00	5,165.23			834.77
Road Construction Salaries & Expense	34,431.22	18,460.80		52,892.02	46,195.64			6,696.38
Parks & Playgrounds 1972	9,438.30			9,438.30	9,438.30			
Parks & Playgrounds-Fed Rev Sharing PL 91-512		15,000.00	1,335.42	16,335.42	16,325.01		10.41	
Birch Meadow Development	26.73			26.73	26.73			
Water Maintenance & Operation Salaries		231,350.00	3,463.26	234,813.26	234,813.26			
Water Maintenance & Operation Expense		260,400.00	12,632.97	273,032.97	270,841.40		2,191.57	
Shredder Purchase	499.60			499.60				499.60
Incinerator Construction 1970	206,983.94			206,983.94	141,358.96			65,624.98
Sewer Construction 1972	267,454.10			267,454.10	258,016.19			9,437.91
Sewer Construction 1973		16,000.00	400,000.00	416,000.00	51,745.68			364,254.32
Water Construction 1969	3,662.50			3,662.50	3,662.50			
Water Construction 1972	391,789.69			391,789.69	283,465.23	3,408.98		104,915.48
Street Betterments Osborne Avenue	155.13			155.13		155.13		
Street Betterments Spruce Road	1,346.45			1,346.45		1,346.45		
Street Betterments Colonial Drive		1,256.00		1,256.00	896.49		359.51	
Street Betterments Breton Circle		464.00		464.00	464.00			
Street Betterments Brewer Lane		645.00		645.00	446.74		198.26	
Street Betterments Collins Avenue		910.00		910.00	678.46		231.54	
Street Betterments Dane Road Extension		366.00		366.00	366.00			
Construction of Audubon Road	22,600.00			22,600.00	20,784.86			1,815.14
Public Works Garage Fire Emergency Account		90,000.00	10,000.00	100,000.00	91,666.26			8,333.74
Replacement Revolving Fund Chapter 44, S53, C2			8,911.83	8,911.83	8,758.98		152.85	
Hopkins Street Nike Site Demolition	3,000.00			3,000.00	3,000.00			
Street Lighting		56,200.00		56,200.00	56,200.00			
TOTAL for PUBLIC WORKS	978,003.85	2,232,101.80	451,560.09	3,661,665.74	2,991,234.76	36,371.36	61,247.30	572,812.32

VETERANS SERVICES:								
Administration Salaries		14,170.00	3,264.98	17,434.98	17,434.98			
Administration Expense		1,800.00	1,203.73	3,003.73	3,003.73			
Benefits-Aid		157,500.00	2,658.43	160,158.43	129,371.20		13,507.77	17,279.46
TOTAL for VETERANS SERVICES		173,470.00	7,127.14	180,597.14	149,809.91		13,507.77	17,279.46
EDUCATION:								
Salaries		7,698,467.00		7,698,467.00	7,569,358.32	6,164.13	29,239.05	93,705.50
General Maintenance		1,071,266.00	21,927.33	1,093,193.33	1,093,193.33			
School Lunch		52,943.00		52,943.00	52,943.00			
School Athletics		32,578.00		32,578.00	32,578.00			
Adult Education		12,090.00		12,090.00	12,090.00			
Northeast Metropolitan Regional Vocational School		253,766.00		253,766.00	253,766.00			
Pick-Up Truck	10.00			10.00			10.00	
Station Wagon	89.53			89.53			89.53	
Dump Truck with Hoist	202.50			202.50			202.50	
Renovation Memorial High School	16,064.76	15,000.00		31,064.76	31,064.76			
High School Addition Construction	56,229.56		35.25	56,264.81	54,477.50			1,787.31
Barrows School Construction	2,117.22			2,117.22				2,117.22
Killam School Construction	229.51			229.51		229.51		
New Schools Addition & Alterations Plans & Surveys	900.00			900.00				900.00
School Lunch Revolving Fund	32,154.64		598,000.98	630,155.62	593,467.96	982.34		35,705.32
School Athletics Revolving Fund	11,038.07		16,454.79	27,492.86	16,731.36			10,761.50
Metco-Chapter 506-Acts 1966	12,219.93		40,582.40	52,802.33	39,595.67			13,206.66
Federal Aid to Schools PL 874	26,965.00		78,896.00	105,861.00	33,425.33			72,435.67
NDEA 85-864 Title III			2,520.50	2,520.50	2,520.50			
NDEA 91-230 Title I Summer Projects			22,044.00	22,044.00	22,044.00			
NDEA 91-230 Title II Library Fund	300.52		19,590.59	19,891.11	10,663.71			9,227.40
NDEA 91-230 Title II Special Projects	1,168.12		1,000.00	2,168.12	2,156.43			11.69
Metro Planning Project-Social Discovery			18,000.00	18,000.00	17,879.88			120.12
Replacement Revolving Fund Chapter 44, S53, C3	2,335.49		5,117.78	7,453.27	1,362.94			6,090.33
Replacement Revolving Fund Chapter 44, S53, C2			7,576.04	7,576.04	5,310.84			2,265.20
TOTAL for EDUCATION	162,024.85	9,136,110.00	831,745.66	10,129,880.51	9,844,629.53	7,375.98	29,541.08	248,333.92
PUBLIC LIBRARY:								
Salaries		177,500.00		177,500.00	175,204.03		2,295.97	
Maintenance		86,325.00	8,450.00	94,775.00	94,774.98		.02	
TOTAL for PUBLIC LIBRARY		263,825.00	8,450.00	272,275.00	269,979.01		2,295.99	

	Jan. 1, '73 Balance	Appropriations	Loans Transfers and Other Credits	Totals	Expended on Selectmen's Warrants	Debit Transfers & Other Charges	Unexpended Balances Closed to Revenue	Balances Forward and Overdrafts
CEMETERIES:								
Salaries		88,242.00	310.00	88,552.00	88,546.75		5.25	
Expense		13,000.00	188.00	13,188.00	13,187.44		.56	
Installation-Burglar Alarm System-Garage		2,300.00		2,300.00	2,102.54		197.46	
Cemetery Development	1,567.24	25,000.00		26,567.24	26,512.28			54.96
Release of Surplus Graves	800.00		255.00	1,055.00	660.00			395.00
Care of Soldiers Graves		2,150.00		2,150.00	2,141.60		8.40	
TOTAL for CEMETERIES	2,367.24	130,692.00	753.00	133,812.24	133,150.61		211.67	449.96
UNCLASSIFIED:								
Recreation Playground Salaries		36,000.00		36,000.00	35,998.60		1.40	
Recreation Playground Expense		23,155.00	373.41	23,528.41	23,139.11		389.30	
Recreation Swimming Pool Improvement	1,793.31			1,793.31	1,746.08		47.23	
Recreation Reading Youth Center	2,554.44			2,554.44	2,504.80		49.64	
Recreation Youth Program - Fed Rev Sharing PL 91-512		15,000.00		15,000.00	14,669.93			330.07
School & Recreation Land Purchase	661.48			661.48				661.48
School & Recreation Site Committee Expense	71.82			71.82				71.82
School & Recreation Site Survey	1,000.00			1,000.00				1,000.00
Insurance		329,675.00	108,621.79	438,296.79	438,290.10		6.69	
Memorial Day Observance		7,663.00	333.39	7,996.39	7,601.36		395.03	
Care & Lighting Old South Church	250.00	250.00		500.00	500.00			
Automatic Gates Installation	1,332.62			1,332.62	989.59			343.03
School Zone Haverhill Street 1969	2,500.00			2,500.00				2,500.00
Printing Town Report		7,390.00	272.80	7,662.80	7,662.80			
Aid to Agriculture		150.00		150.00	148.65		1.35	
Group Insurance Chapter 32B		218,490.00	23,430.09	241,920.09	241,920.09			
Christmas Lighting 1973		3,860.00		3,860.00	1,658.00		2,202.00	
Council for the Aging	1.09		1,845.99	1,847.08	1,847.08			
Council for the Aging-Fed Rev Sharing PL 91-512		22,777.50	427.92	23,205.42	20,716.36		2,489.06	
Council for the Aging-Mini Bus-Fed Rev Sharing PL 91-512		4,000.00		4,000.00	4,000.00			
Community Programs for the Aging-State Grant			900.00	900.00	607.41			292.59
Nike Site Building Maintenance 1965	370.80			370.80				370.80
Nike Site Hopkins Street Bear Hill 1968	1,500.00			1,500.00				1,500.00
Valuation List for Real Estate 1973		1,500.00		1,500.00	1,480.00		20.00	
Traffic Signal Installation		17,000.00		17,000.00				17,000.00
Reading Bicentenial Commission Fund			1,185.00	1,185.00				1,185.00
Prior Years Bills		5,027.88		5,027.88	5,027.88			
Reserve Fund		250,000.00		250,000.00		139,343.54	110,656.46	
TOTAL for UNCLASSIFIED	12,035.56	941,938.38	137,390.39	1,091,364.33	810,507.84	139,343.54	116,253.16	25,254.79

PENSIONS:								
Non-Contributory Pensions		126,315.00		126,315.00	117,767.14		3,547.86	
Teachers Retirement	1,288.54		372.96	1,661.50	372.96			1,288.54
Contributory Retirement System:								
Administration Expense		16,800.00	16.50	16,816.50	16,816.50			
Pension Fund		72,200.00	65,225.50	137,425.50	137,425.50			
Pension Fund-Fed Rev Sharing PL 91-512		355,201.00		355,201.00	355,201.00			
TOTAL for PENSIONS	1,288.54	570,516.00	65,614.96	637,419.50	627,583.10		8,547.86	1,288.54
MUNICIPAL INDEBTEDNESS:								
Interest in Anticipation		70,000.00	12,291.44	82,291.44	82,291.44			
Interest School		638,850.00		638,850.00	638,848.75		1.25	
Interest Sewer		205,408.00		205,408.00	205,407.50		.50	
Interest Incinerator		114,750.00		114,750.00	114,750.00			
Interest & Debt Water		185,840.12		185,840.12	185,840.06		.06	
Maturing Debt School		995,000.00		995,000.00	995,000.00			
Maturing Debt Sewer		290,000.00		290,000.00	290,000.00			
Maturing Debt Incinerator		75,000.00		75,000.00	75,000.00			
Anticipation of Revenue			4,300,000.00	4,300,000.00	4,300,000.00			
Anticipation of Highway Reinbursement	35,200.00		4,000.00	39,200.00	35,200.00			4,000.00
Anticipation of Serial Issue			400,000.00	400,000.00				400,000.00
TOTAL for MUNICIPAL INDEBTEDNESS	35,200.00	2,574,848.12	4,716,291.44	7,326,339.56	6,922,337.75		1.81	404,000.00
STATE and COUNTY CHARGES:								
State Recreation Areas 1972	8,226.98			8,226.98		8,226.98		
State Recreation Areas 1973			82,078.25	82,078.25	71,610.03			10,468.22
Audit of Municipal Accounts 1973			543.85	543.85	543.85			
Examination of Retirement System 1973			248.00	248.00	248.00			
Metropolitan Sewerage 1972	1,119.64			1,119.64		1,119.64		
Metropolitan Sewerage 1973			98,472.81	98,472.81	88,001.04			10,471.77
Mass Bay Transportation Authority 1972	18,031.77			18,031.77		18,031.77		
Mass Bay Transportation Authority 1973			372,963.00	372,963.00	372,896.82			66.18
Motor Vehicle Excise Bills 1973			2,039.55	2,039.55	2,039.55			
Metropolitan Area Planning Council 1973			1,122.30	1,122.30	1,122.30			
Metropolitan Air Pollution Control 1972	100.47			100.47		100.47		
Metropolitan Air Pollution Control 1973			955.20	955.20	848.68			106.52
Ipswich River Watershed District 1972	2,062.75			2,062.75		2,062.75		
Ipswich River Watershed District 1973			1,396.31	1,396.31	609.65			786.66
County Tax 1972	13,379.08			13,379.08		13,379.08		
County Tax 1973			483,387.55	483,387.55	532,364.82			* 48,977.27
County TB Hospital 1973			24,465.56	24,465.56	24,465.56			
TOTAL for STATE and COUNTY CHARGES	42,920.69		1,067,672.38	1,110,593.07	1,094,750.30	42,920.69		* 27,077.92

	Jan. 1, '73 Balance	Appropriations	Loans Transfers and Other Credits	Totals	Expended on Selectmen's Warrants	Debit Transfers & Other Charges	Unexpended Balances Closed to Revenue	Balances Forward and Overdrafts
AGENCY and TRUST FUNDS INCOME:								
State Aid for Libraries	8,452.13		16,904.26	25,356.39		16,904.26		8,452.13
State Highway Chapter 1140 Acts 1973			45,600.00	45,600.00		45,600.00		
Group Insurance Refunds Reserved for Appropriation	6,290.00		17,914.00	24,204.00		22,224.00		1,980.00
Dog Licenses from County 1972	3,278.58			3,278.58		3,278.58		
Dog Licenses from County 1973			3,257.53	3,257.53		3,257.53		
Dog Licenses from County 1974			4,173.38	4,173.38		4,173.38		
Dog Licenses Due County	115.15		11,358.10	11,473.25	10,747.75			725.50
Sporting Licenses Due State			9,307.00	9,307.00	9,307.00			
Withholding Taxes Federal	1,322.30		1,975,132.53	1,976,454.83	1,976,454.83			
Withholding Taxes State			511,382.03	511,382.03	508,604.35			2,777.68
Blue Cross Blue Shield Deductions	14,123.01		228,014.44	242,137.45	221,809.01			20,328.44
Life Insurance Deductions	1,624.92		27,488.34	29,113.26	26,204.58			2,908.68
Withholding Teachers Retirement			322,530.26	322,530.26	322,530.26			
Withholding Teachers Annuity			118,631.54	118,631.54	118,606.54			25.00
Dues Other			38,919.70	38,919.70	38,693.18			226.52
Deduction Savings Bonds	206.25		26,290.25	26,496.50	25,986.50			510.00
General Clearing Account			27,598.30	27,598.30	27,598.30			
Municipal Light Retirement Trust Clearing Account			500,934.38	500,934.38	500,934.38			
Contributory Retirement Clearing			445,907.46	445,907.46	445,907.46			
Conservation Commission Land Taking Escrow Account			18,818.23	18,818.23	18,818.23			
Public Trust Funds Investments			396,524.97	396,524.97	394,208.74	2,316.23		
Hospital Fund Income - Parker	2,273.25		38,496.73	40,769.98	40,769.98			
Hospital Fund Income - Grouard	350.00		16,686.79	17,036.79	17,036.79			
Hospital Fund Income - Foster			169.59	169.59	169.59			
Scholarship Fund Income - Brown	12.50		50.00	62.50	62.50			
Scholarship Fund Income - Parker			678.14	678.14	678.14			
Scholarship Fund Income - Sawyer			320.13	320.13	320.13			
Scholarship Fund Income - Torre			250.00	250.00	250.00			
Scholarship Loan - Parker								
Library Fund Income - Appleton	.04		478.14	478.10	478.10			
Library Fund Income - Appleton Mansfield								
Library Fund Income - Foster			1,012.50	1,012.50	1,012.50			
Library Fund Income - Public			95.64	95.64	95.64			
Library Fund Income - Torrey			48.75	48.75	48.75			
Library Fund Income - Wadlin			95.64	95.64	95.64			
Cemetery Perpetual Care Fund Bequests			24,140.00	24,140.00	24,140.00	34,600.00		* 34,600.00
Cemetery Perpetual Care Fund Income	437.50		23,519.33	23,956.83	23,956.83			
Public Library Book Fund	83.29		2,528.88	2,612.17	2,576.79			35.38
OTAL for AGENCY and TRUST FUNDS INCOME	38,568,84		4,855,256.96	4,893,825.80	4,758,102.49	132,353.98		3,369.33

LIGHT DEPARTMENT:							
Maintenance & Operation			14,822,315.95	14,822,315.95	14,257,783.30	564,532.65	
Depreciation	1,361,989.55		625,517.55	1,987,507.10	1,098,246.91	205,295.03	683,965.16
Regular Construction	178,720.99	35,000.00	129,949.58	343,670.57	343,670.57		
TOTAL for LIGHT DEPARTMENT	1,540,710.54	35,000.00	15,577,783.08	17,153,493.62	15,699,700.78	769,827.68	683,965.16
CASH REFUNDS:							
Real Estate Tax:							
Levy 1974			22,171.37	22,171.37	22,171.37		
Levy 1973			40,449.73	40,449.73	40,449.73		
Levy 1972			1,789.12	1,789.12	1,789.12		
Levy 1971			103.90	103.90	103.90		
Levy 1969			2.55	2.55	2.55		
Levy 1968			2.42	2.42	2.42		
Personal Property Tax:							
Levy 1973			269.16	269.16	269.16		
Levy 1972			466.40	466.40	466.40		
Levy 1971			484.10	484.10	484.10		
Levy 1970			453.20	453.20	453.20		
Motor Vehicle Excise:							
Levy 1974			702.07	702.07	702.07		
Levy 1973			12,459.31	12,459.31	12,459.31		
Levy 1972			6,353.40	6,353.40	6,353.40		
Levy 1971			150.23	150.23	150.23		
Special Assessments:							
Added to Taxes 1973 Sewer			116.94	116.94	116.94		
Added to Taxes 1973 Street			20.46	20.46	20.46		
Added to Taxes 1973 Committed Interest			45.11	45.11	45.11		
Sewer Rentals			1,892.15	1,892.15	1,892.15		
Water Revenue:							
Rates			841.00	841.00	841.00		
Added to Taxes 1973 Liens			233.75	233.75	233.75		
Other:							
Guarantee Deposits			4,092.45	4,092.45	4,092.45		
Tailings			1.44	1.44	1.44		
Collector - Water			29.50	29.50	29.50		
Collector - Demand & Interest			91.05	91.05	91.05		
Board of Appeal Hearing Fee			40.00	40.00	40.00		
School Tuition			35.00	35.00	35.00		
Collector - Water - Prior Year			34.11	34.11	34.11		
TOTAL for CASH REFUNDS			93,329.92	93,329.92	93,329.92		

CASH INVESTMENTS:								
General Cash			42,228,421.87	42,228,421.87	42,228,421.87			
Federal Revenue Sharings Funds Invested			1,955,938.00	1,955,938.00	1,955,938.00			
TOTAL for CASH INVESTMENTS			44,184,359.87	44,184,359.87	44,184,359.87			
GRAND TOTALS:	2,910,368.51	18,815,552.30	72,110,953.35	93,836,874.16	90,452,417.03	1,155,501.97	258,381.35	1,970,573.81
			BREAKDOWN					
General Government	20,537.07	413,871.00	33,916.28	468,324.35	448,904.74	825.00	9,872.10	8,722.51
Protection of Persons & Property	70,708.13	2,209,510.00	69,932.98	2,350,151.11	2,279,996.13	26,483.74	11,495.50	32,175.74
Health & Sanitation	6,003.20	133,670.00	9,769.20	149,442.40	144,040.29		5,402.11	
Public Works	978,003.85	2,232,101.80	451,560.09	3,661,665.74	2,991,234.76	36,371.36	61,247.30	572,812.32
Veterans Services		173,470.00	7,127.14	180,597.14	149,809.91		13,507.77	17,279.46
Education	162,024.85	9,136,110.00	831,745.66	10,129,880.51	9,844,629.53	7,375.98	29,541.08	248,333.92
Public Library		263,825.00	8,450.00	272,275.00	269,979.01		2,295.99	
Cemeteries	2,367.24	130,692.00	753.00	133,812.24	133,150.61		211.67	449.96
Unclassified	12,035.56	941,938.38	137,390.39	1,091,364.33	810,507.84	139,343.54	116,258.16	25,254.79
Pensions	1,288.54	570,516.00	65,614.96	637,419.50	627,583.10		8,547.86	1,288.54
Municipal Indebtedness	35,200.00	2,574,848.12	4,716,291.44	7,326,339.56	6,922,337.75		1.81	404,000.00
State & County Charges	42,920.69		1,067,672.38	1,110,593.07	1,094,750.30	42,920.69		* 27,077.92
Agency & Trust Fund Income	38,568.84		4,855,256.96	4,893,825.80	4,758,102.49	132,353.98		3,369.33
Light Department	1,540,710.54	35,000.00	15,577,783.08	17,153,493.62	15,699,700.78	769,827.68		683,965.16
Cash Refunds			93,329.92	93,329.92	93,329.92			
Cash Investments			44,184,359.87	44,184,359.87	44,184,359.87			
GRAND TOTALS	2,910,368.51	18,815,552.30	72,110,953.35	93,836,874.16	90,452,417.03	1,155,501.97	258,381.35	1,970,573.81

REPORT OF THE TOWN ACCOUNTANT

In accordance with Section 1 of Article XIII of the Town By-Laws, submitted herewith is the report of the doings of the Accounting Department for the six months ending December 31, 1974.

All invoices and payrolls were examined prior to submission for payment during the above period and were processed on 42 Treasury Warrants, which amounted to $39,668,514.41.

The Town Treasurer's cash has been audited and found to be in order. The total receipts reported by the Town Treasurer during the above period were $41,879,366.38. The cash balance on hand December 31, 1974 was $1,409,780.66 plus invested cash of $1,683,045.81, for a total of $3,092,826.47.

Monthly notices of appropriation condition were forwarded to all Town Officers, Committees and Boards charged with the expenditure of Town Funds.

As required by law under Section 54A, Chapter 41 of the General Laws, notice will be given to the Board of Assessors of the total receipts for the calendar year of 1974 excluding taxes, loans, trust funds, federal and state grants and revolving funds and the source of such receipts will be specified.

As required by law, under Section 61, Chapter 41 of the General Laws, all financial reports will be filed with the Board of Selectmen for publication upon the completion of the financial year.

Appended to this report is the Balance Sheet for the period of July 1 — December 31, 1974 showing the financial condition of the town.

FEDERAL REVENUE SHARING PL92—512

All invoices and payrolls were examined prior to submission for payment for the six month period ending December 31, 1974 and were processed on 6 Treasury Warrants which amounted to $1,037,314.86.

The Town Treasurer's cash has been audited and found to be in order. The total receipts reported by the Town Treasurer during the above period were $947,371.89. The cash balance on hand December 31, 1974 was $14,602.27 plus invested cash of $480,000.00 for a total of $494,602.27.

Richard E. Gould
Town Accountant

Balance Sheet - December 31, 1974

ASSETS

Cash:			
General		1,409,780.66	
Cash Investments		1,683,045.81	3,092,826.47
Town Treasurer Cash Discrepancy			2,866.11
Petty Cash Advances:			
Collector		100.00	
Library		15.00	
Light Department		500.00	
Police		20.00	
Schools		384.00	
Selectmen		50.00	
Water		100.00	
Council for Aging		50.00	
Treasurer		500.00	1,719.00
Accounts Receivable:			
Taxes:			
Levy of 1975			
Personal Property	91,700.03		
Real Estate	4,584,829.17	4,676,529.20	
Levy of 1973-1974			
Personal Property	2,748.04		
Real Estate	295,454.33	298,202.37	
Levy of 1972			
Personal Property	586.32		
Real Estate	21,793.53	22,379.85	
Levy of 1971			
Personal Property	442.98		
Real Estate	14,963.79	15,406.77	
Levy of 1970			
Personal Property	556.60		
Real Estate	12,567.18	13,123.78	
Levy of 1969			
Real Estate		9,288.87	
Levy of 1968 Real Estate		3,618.43	
Levy of 1967 Real Estate		1,781.44	
Levy of 1966 Real Estate		676.97	
Levy of 1965 Real Estate		194.02	5,041,201.70
Farm Animal Excise:			
Levy of 1973		33.00	
Levy of 1972		18.68	51.68
Motor Vehicle Excise:			
Levy of 1974		266,772.95	
Levy of 1973		32,842.70	
Levy of 1972		20,689.54	
Levy of 1971		- 60.13	
Levy of 1970		62.70	320,307.76
Special Assessments:			
Sewer:			
Unapportioned	123,266.36		
Added to Taxes 1974	1,873.45		
Added to Taxes 1973	1,548.25		
Added to Taxes 1972	433.91		
Added to Taxes 1971	516.14		
Added to Taxes 1970	351.60		

Added to Taxes 1969	112.65		
Added to Taxes 1968	53.46	128,155.82	
Sewer House Connections:			
Unapportioned	84,862.58		
Added to Taxes 1974	988.27		
Added to Taxes 1973	295.79		
Added to Taxes 1972	145.36		
Added to Taxes 1971	28.76		
Added to Taxes 1970	28.76		
Added to Taxes 1969	28.76	86,378.28	
Sidewalk:			
Unapportioned	2,990.62		
Added to Taxes 1974	80.33		
Added to Taxes 1973	- 45.78		
Added to Taxes 1972	10.63		
Added to Taxes 1970	83.98		
Added to Taxes 1969	83.96		
Added to Taxes 1968	83.96		
Added to Taxes 1967	83.96		
Added to Taxes 1966	83.96		
Added to Taxes 1965	83.96	3,539.58	
Street:			
Added to Taxes 1974	507.97		
Added to Taxes 1973	188.97		
Added to Taxes 1972	238.69		
Added to Taxes 1971	101.82		
Added to Taxes 1970	113.91		
Added to Taxes 1969	73.68		
Added to Taxes 1968	58.41		
Added to Taxes 1967	35.19	1,318.64	
Water:			
Added to Taxes 1974	104.60		
Added to Taxes 1973	56.85		
Added to Taxes 1972	35.00		
Added to Taxes 1971	35.00		
Added to Taxes 1970	35.00		
Added to Taxes 1969	35.00		
Added to Taxes 1968	35.00		
Added to Taxes 1967	35.00	371.45	
Committed Interest:			
Added to Taxes 1974	1,103.08		
Added to Taxes 1973	585.95		
Added to Taxes 1972	277.76		
Added to Taxes 1971	234.47		
Added to Taxes 1970	171.55		
Added to Taxes 1969	98.05		
Added to Taxes 1968	77.48		
Added to Taxes 1967	50.40		
Added to Taxes 1966	16.79		
Added to Taxes 1965	20.15	2,635.68	
Sewer Rentals		6,624.08	229,023.53
Tax Titles and Possessions:			
Tax Titles		2,933.83	
Possessions		4,549.80	7,483.63
State and County Aid to Highways Revenue			4,000.00
Underestimates:			
Metropolitan Planning Council 1974			1,301.87
Estimated Receipts			2,198,145.87
Loans Authorized			3,479,650.00

Departmental:			
Public Works		337.85	
Veterans' Benefits		790.94	
Forestry		489.93	1,618.72
Water:			
Rates, etc.		83,978.28	
Liens:			
Added to Taxes 1974	12,943.22		
Added to Taxes 1973	12,411.67		
Added to Taxes 1972	2,197.54		
Added to Taxes 1971	1,691.52		
Added to Taxes 1970	560.50		
Added to Taxes 1969	584.00		
Added to Taxes 1968	114.90		
Added to Taxes 1967	250.81		
Added to Taxes 1966	27.60	30,781.76	114,760.04
Light:			
Rates, etc.		2,089,045.20	
Consumers' Deposits		130,871.00	2,219,916.20
			16,714,872.58

LIABILITIES

Loan Authorized Unissued			2,939,650.00
Temporary Loan:			
In Anticipation Serial Issue			540,000.00
Guarantee Deposits:			
Water Mains Extensions			70.00
Audubon Road			24,370.41
Light-Consumers' Deposit			130,871.00
Agency:			
Dog Licenses due County		163.70	
Sporting Licenses due State		108.00	
Blue Cross Deductions		30,016.61	
Life Insurance Deductions		4,093.00	
Teachers' Retirement		20,241.84	
Teachers Annuity		7,057.70	
Union Dues		10,710.32	
Savings Bonds Town		730.25	
Savings Bonds MLD		918.75	
Wage Earner Plan		120.00	74,160.17
Tailings Unclaimed Checks			4,527.05
Sale of Real Estate			38,675.00
Recoveries Veterans' Benefits			2,451.59
Public Library Book Fund			495.91
MLD Clearing Account			69,379.88
Salvage Committee F und			6,672.03
Federal Grants:			
PL 90-576 Career Discovery		6,681.50	
PL 91-230 Title II Library		1,415.47	

PL 91-527 Drug Abuse	6,290.00	
PL 874 Aid to Schools	7,158.51	21,545.48
State Grant:		
Aid to Schools METCO		23,525.27
Special Education		117,262.00
Revolving Funds:		
School Lunch	37,321.60	
School Athletics	18,136.53	
Community Center Building	9,919.68	
Employee Grant	2,195.70	
Police Officers Off Duty Work	244.75	
Community Programs for the Aging	79.26	
Reading BiCentennial Commission Fund	1,935.00	
Social Discovery Project	1,038.27	
Replacement Chapter 44, s53, c2	3,223.91	
Replacement Chapter 44, s53, c3	6,217.30	80,312.02
Trust Funds Income:		
Cemetery Perpetual Care	3,362.60	
Parker Hospital	2,598.68	
Grouard Hospital	2,081.25	
Torrey Library	16.25	8,058.78
Cemetery Sale of Lots and Graves Fund		9,219.42
Cemetery Perpetual Care Fund-Bequests		5,152.50
Appropriation Balances:		
Revenue:		
General	6,758,203.48	
Light	1,192,192.70	
Water	211,914.36	
Non Revenue	164,866.67	8,327,177.31
Overestimates:		
Parks and Reservations 1974	935.90	
Metropolitan Sewerage 1974	5,290.55	
Metropolitan Air Pollution Control 1974	506.38	
MBTA Assessment 1974	5,120.55	
Ipswich River Watershed District 1974	20.77	
Special Education 1974	49,000.00	
County Tax 1974	222,350.51	
County Hospital Assessment 1974	32,936.92	316,161.58
Receipts Reserved for Appropriation:		
State Aid for Libraries	8,452.13	
Group Insurance Dividend	10,404.00	18,856.13
Overlay Surplus Revenue		97,768.73
Overlay Reserved for Abatements:		
Levy 1975	157,570.76	
Levy of 1973-74	76,239.33	
Levy of 1972	105,825.26	
Levy of 1971	22,505.03	
Levy of 1970	18,216.68	
Levy of 1969	9,309.27	
Levy of 1968	3,618.43	
Levy of 1967	1,781.44	395,066.20

Reserve for Petty Cash Advances		1,719.00
Revenue Reserved Until Collected:		
Farm Animal Excise	51.68	
Motor Vehicle Excise	320,307.76	
Special Assessments	229,023.53	
Tax Title and Possessions	7,483.63	
Departmental	1,618.72	
Water	114,760.04	
Light	2,089,045.20	2,762,290.56
Revenue Account 1975		902.50
Surplus Revenue:		
General	652,281.15	
Water	46,250.91	698,532.06
		16,714,872.58

FEDERAL REVENUE SHARING P L 92-512

BALANCE SHEET DECEMBER 31, 1974

ASSETS

Special Cash Account	14,602.27	
Federal Revenue Sharing Funds Invested	480,000.00	
P L 92-512 Account	170,412.94	
Total		665,015.21

LIABILITIES

Appropriation from #92-512 Authorized:		
Recreation Committee Youth Program	330.07	
Police Salaries	304,685.14	
Fire Salaries	360,000.00	
Total		665,015.21

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F. W. WOOLWORTH CO.